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CLEVELAND, TENNESSEE

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of Colleges and Secondary Schools, The Southern Association of
Independent Schools and The State Department of Education.

LEE BIBLE COLLEGE is a member of the Accrediting Associ-
ation of Bible Colleges and the Evangelical Teacher-training
Association.

It is the purpose of the following pages to present precise and
essential information concerning LEE COLLEGE. This issue
contains the register of the forty-fourth and forty-fifth years and
the announcements for the forty-sixth year.

This bulletin contains general information about Lee College
and detailed information about each division.

Lee College Bulletin

ANNUAL CATALOG
ISSUE

JULY, 1964

Vol. XLV

No. 1

Announcements for the Forty-Sixth Year

1964-1965

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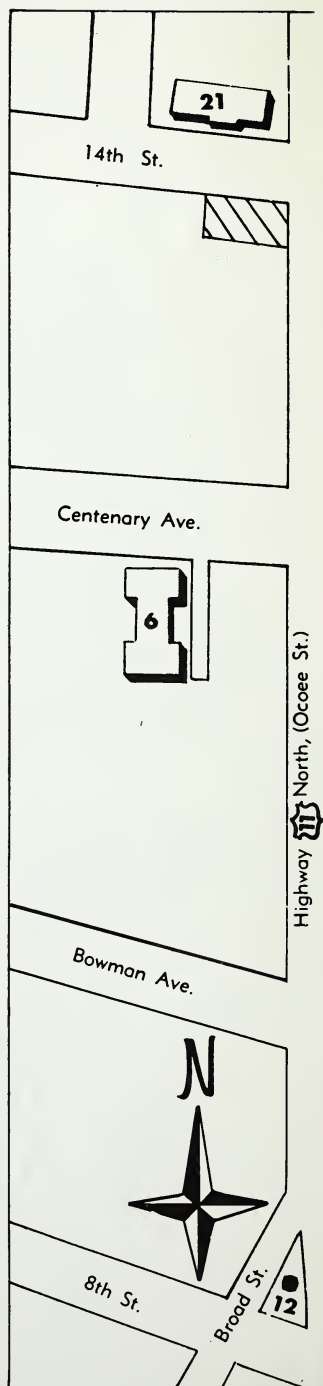
The College reserves the right to make
necessary changes without further notice.

Lee College

Cleveland, Tennessee
Lee College Library
Cleveland, Tennessee 37311

CHURCH OF GOD COLLECTION
NOT TO BE TAKEN
FROM THIS ROOM

1. Administration Building
2. Alumni Building
3. Auditorium
4. Cafeteria
5. Canteen
6. College Arms
7. East Wing Dormitory
8. Ellis Hall
9. Gymnasium
10. Melody Hall
11. Memorial Library Building
12. Monument
13. Music Building
14. Nora Chambers Dormitory
15. President's Home
16. Providence Hall
17. Recreation Area
18. Simmons Hall
19. Staff Residence
20. Tharp Hall
21. Walker Hall



Note: See pages 18, 19.

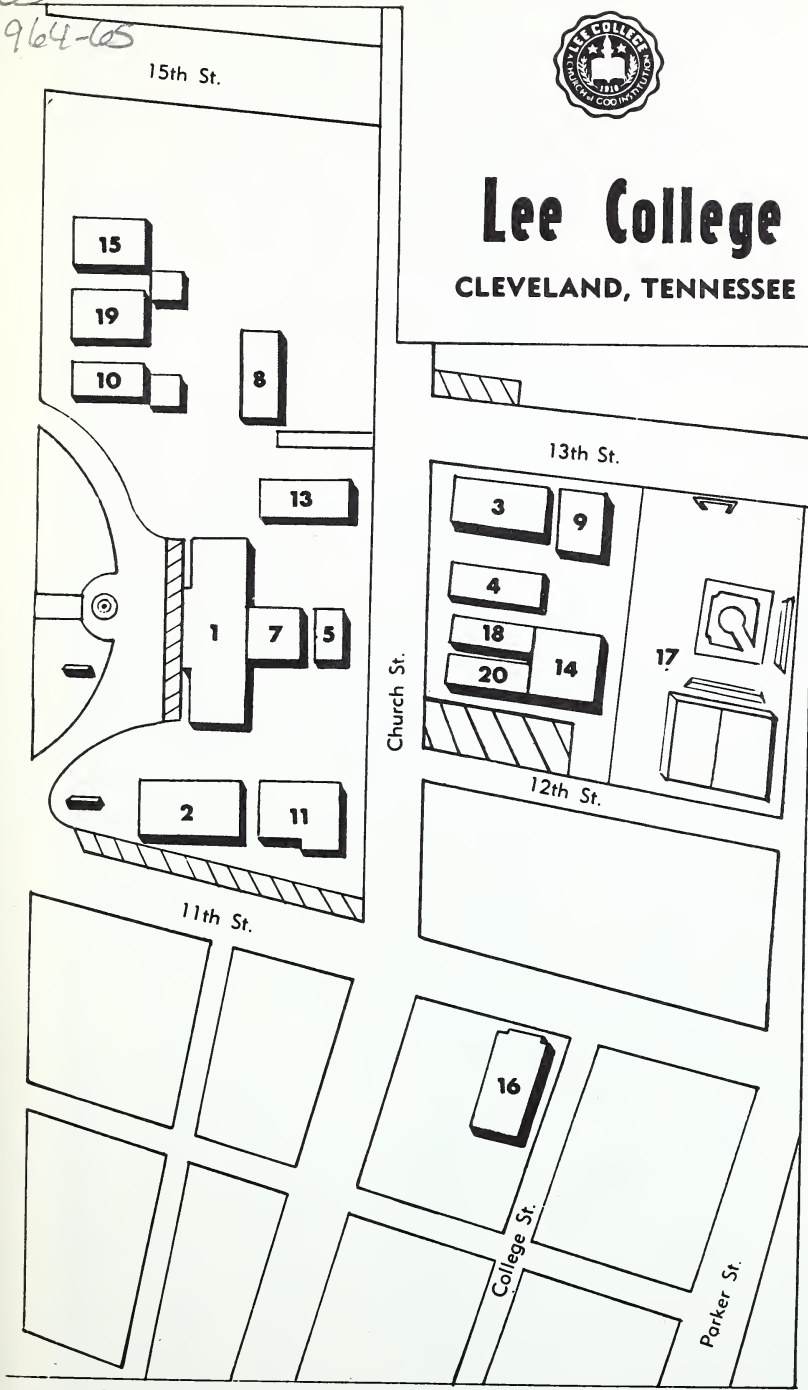
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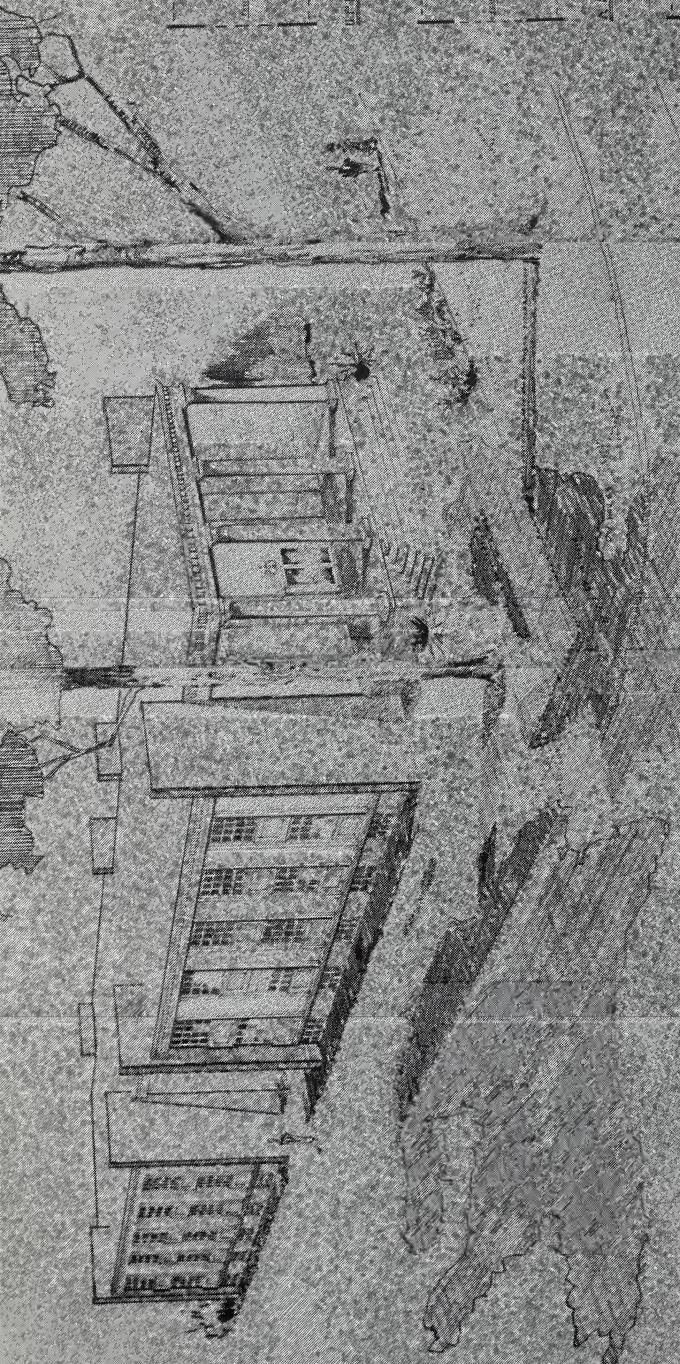
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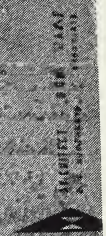
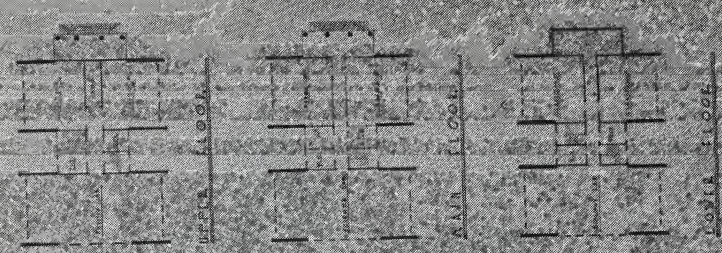
Lee College

CLEVELAND, TENNESSEE





LEE COLLEGE SCIENCE BUILDING



Proposed Science Building

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School Calendar for 1964-'65

FIRST SEMESTER

September 7, 8, 1964 . . .	Registration
September 9, 1964 . . .	Classes Begin
September 10, 1964 . . .	Formal Opening
September 17, 1964 . . .	Testing Program
September 17, 1964 . . .	Last day on which a student may be allowed to register for first semester or register for a new class.
September 25, 1964 . . .	Fall Picnic
October 4-11, 1964 . . .	Fall Convocation
October 29, 1964 . . .	Long Weekend begins at 4:00 p.m.
November 3, 1964 . . .	Classes resume
December 18, 1964 . . .	Christmas Holidays begin af- ter classes
January 4, 1965 . . .	Classes resume
January 19-23, 1965 . . .	Final exams

SECOND SEMESTER

January 25, 1965 . . .	Registration for second se- mester
February 4, 1965 . . .	Last day on which a student may be allowed to register for second semester or register for a new class.
February 23, 24, 1965 . . .	Bible College Comprehensives
March 7-14, 1965 . . .	Spring Convocation
April 9, 1965 . . .	Easter holidays begin at noon
April 20, 1965 . . .	Classes resume
May 16, 1965 . . .	Senior Banquet
May 22-27, 1965 . . .	Final exams
May 30, 1965 (Morning) . .	Baccalaureate Service
May 30, 1965 (Afternoon) .	Commencement Exercises

BOARD OF DIRECTORS

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A. V. HOWELL—801 29th Street, Orlando, Florida
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PAUL STALLINGS—P.O. Box 221, Weatherford, Texas
JAMES A. STEPHENS—P.O. Box 5537, Roanoke, Virginia
VIRGIL SMITH—212 Sutton Lane, Knoxville, Tennessee
LEE WATSON—850 Moore Mill Road, Atlanta, Georgia

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B.A., Tennessee Wesleyan College; M.S., University of Tennessee
STANLEY BUTLER, B.S., M.A., Ed.S. Registrar
and Director of Admissions
B.S., Jacksonville State Teachers College; M.A., George Peabody College for Teachers; Ed.S., George Peabody College for Teachers
MARVIN GOLDEN Business Manager
Lee College

DEANS

BIBLE COLLEGE R. H. Gause, Jr.,
A.B., B.D.
A.B., Presbyterian College, Emmanuel College; B.D., Columbia Theological Seminary
JUNIOR COLLEGE John Herbert Walker, Jr.
A.B., M.A., B.D.
A.B., Vanderbilt University, Lee College, Wheaton College; M.A., George Peabody College for Teachers; B.D., Vanderbilt School of Religion; Additional graduate work, George Peabody College for Teachers, University of Tennessee
HIGH SCHOOL PRINCIPAL Hubert P. Black
B.S., M.Ed.
B.S., Jacksonville State Teachers College, Lee College; M.Ed., University of Chattanooga; Additional graduate work, University of Tennessee

LIBRARIAN

LE MOYNE SWIGER, B.A., M.A. (L.S.)
B.A., University of Chattanooga, Lee College, University of Tennessee; M.A., George Peabody College for Teachers

FACULTY

Delton Alford, B.M., M.M.E., Ph.D., Music
B.M., University of Chattanooga; M.M.E., Florida State University; Ph.D., Florida State University

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French L. Arrington, B.A., B.D., Theology
B.A., Lee College, University of Chattanooga; B.D., Columbia Seminary

J. Martin Baldree, Jr., A.B., M.R.E., Christian Education
A.B., Asbury College, Lee College, Lincoln Memorial University; M.R.E., Southwestern Baptist Theological Seminary

Charles R. Beach, B.S., M.A., Spanish, French
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Stanley Butler, B.S., M.A., Ed.S., Science, Social Studies
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**Charles A. Carpenter*, B.A., B.D., Religion
B.A., Oglethorpe University, Lee College; B.D., Emory University

Ruthanna B. Carr, B.A., Education, Physical Education
B.A., Tennessee Wesleyan College, Lee College

*Part Time

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B.A., Atlantic Union College; M.A., Walla Walla College,
M.D., University of Tennessee

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State Teachers College; M.A., George Peabody College for
Teachers

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body College for Teachers; Additional graduate work, Arizona
State University

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College for Teachers; Additional graduate work, George Pea-
body College for Teachers, Arizona State University, Temple
Seminary, University of Tennessee

**William J. Fabiani*, B.S., Business Administration
B.S., University of Tennessee

R. H. Gause, Jr., A.B., B.D., Religion
A.B., Presbyterian College, Emmanuel College; B.D., Columbia
Theological Seminary

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B.A., Bluefield College, Davis and Elkins; M.A., Salem Col-
lege, West Virginia University

William Henry, B.S., M.A., Social Science, Education
B.S., University of Georgia, Lee College; M.A., University of
Georgia; Additional graduate work, University of California,
Columbia Theological Seminary

Dale R. Hughes, B.A., Physical Education (Athletic Assistant)
B.A., Lee College

Peggy Humphrey, B.S., English, Education
B.S., Bob Jones University; Graduate work, Michigan State
University, University of Tennessee, Boston University

Ruby Hurst, B.A., Piano
B.A., University of Chattanooga, Lee College; Graduate Work,
University of Chattanooga, Illinois Wesleyan University

**Norman W. Jordan*, B.S., M.Ed., Education

* Part Time

B.S., University of Chattanooga; M.Ed. University of Chattanooga; Candidate for Ed.S., University of Tennessee

Terrell McBrayer, B.S., M.S., Business Administration and Guidance

B.S., University of Georgia, Georgia State College of Business Administration, Lee College, West Georgia College; M.S., Columbia University. Completed classroom work on doctorate.

Mary E. McCall, B.S., M.S., Business Education, English

B.S., East Tennessee State College, Lee College; M.S., Florida State University

**J. Oscar Miller*, Mus. D.

Mus. D., Carson Newman College

Roosevelt Miller, B.M., Music

B.M., University of Chattanooga, Furman University, Lee College, Presbyterian College, Holmes Bible College, Southern Theological Seminary; Additional graduate work at University of Tennessee

Mary Morris, B.M., Music

B.M., Lee College; Additional work, St. Louis School of Music

**Hal Munck*, B. A., Journalism

B.A., Emory University

Dora P. Myers, A.B., M.A., Spanish, Psychology

A.B., Southern Methodist University, University of Mexico, Nebraska Wesleyan University, Johns Hopkins University, University of Missouri; M.A., Columbia University

Robert O'Bannon, B.S., M.A., Ph.D., Science

B.S., University of Florida, Lee College, East Tennessee State College; M.A., University of Florida; Ph.D., University of Florida

Beatrice Hamilton Odom, B.A., M.A., Christian Education

B.A., Bob Jones University; M.A., George Peabody College for Teachers

Elmer Franklin Odom, B.A., M.A., Religion

B.A., Bob Jones University, University of Florida; M.A., George Peabody College for Teachers; Additional graduate work, University of Tennessee

**Duran Palmertree*, B.A., B.D., Science, Religion

B.A., University of Mississippi; B.D., Duke University

Oneida Stapp, B.S., M.Ed., Education, English

B.S., Sam Houston State Teachers College; M.Ed., Sam Houston State Teachers College

*Part Time

Georgia Stroud, B.M., Organ

B.M., University of Chicago; Additional graduate work, Columbia University, University of Chattanooga, Student of Mr. Ernest White (Columbia University), Edward Linzel (Columbia University) and Earl Miller (University of Chattanooga)

Avis Swiger, Litt.D., Missions, Religion

Litt.D., Lee College, Salem College

Le Moyne Swiger, B.A., M.A. (L.S.)

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Helen Irene Symes, B.S., Education, Accordion, English

B.S., University of Chattanooga, Lee College, Tennessee Polytechnic Institute

John Herbert Walker, Jr., A.B., M.A., B.D., Social Studies

A.B., Vanderbilt University, Lee College, Wheaton College; M.A., George Peabody College for Teachers; B.D., Vanderbilt School of Religion; Additional graduate work, George Peabody College for Teachers, University of Tennessee

**Stanley A. Wright*, B.S., Music

B.S., University of Chattanooga

ON LEAVE OF ABSENCE

Clifford C. Dennison, A.B., M.A., Science and Mathematics

A.B., Marshall College, Glenville State Teachers College, Lee College, University of North Carolina, University of Tennessee; M.A., Marshall College. He is presently enrolled at the University of Florida, Gainesville, Florida.

Donald B. Gibson, B.S., B.A., M.A., Mathematics, Religion

B.S., Limestone College; B.A., Lee College; M.A., Drake University. He is presently enrolled at the University of South Carolina Medical School, Charleston, South Carolina.

DEAN OF WOMEN

Avis Swiger, Litt.D., Missions, Religion

Litt.D., Lee College, Salem College

DEAN OF MEN

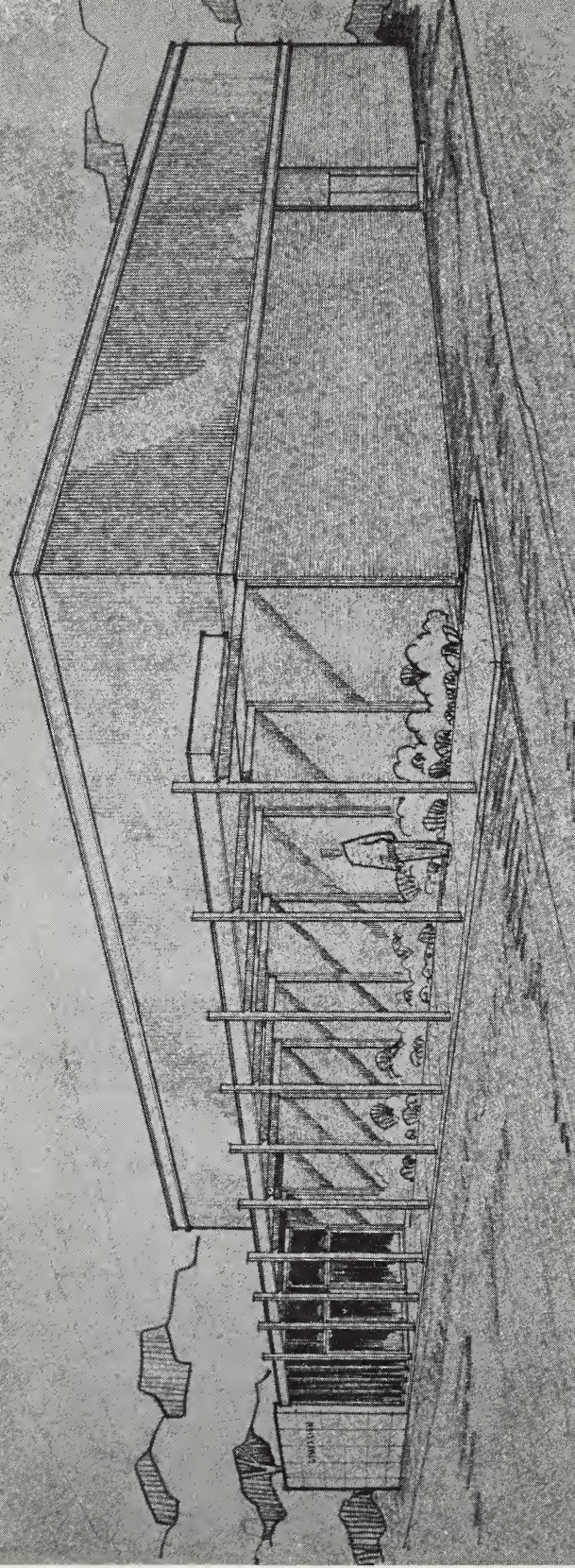
Stanley Butler, B.S., M.A., Ed.S., Science, Social Studies

B.S., Jacksonville State Teachers College; M.A., George Peabody College for Teachers; Ed.S., George Peabody College for Teachers

*Part Time

STAFF

Betty Baldree	Receptionist
A. C. Benker	Policeman
Ulna Black	Bookkeeper
Mary Blalock	Secretary to Registrar
E. L. Boehmer	Maintenance
Sybil Butler	Secretary to Business Manager
Evaline Echols	Secretary to President
Lovena Faulkner	Dormitory
Roy Faulkner	Walker Hall
Nora Goins	Dormitory
Grace Golden	Postmistress, Bookstore and Laundry
Wanda Griffith	Secretary to Registrar
Charles Graham	Supervisor of Maintenance
Grace Green	Cafeteria
Lorena Hathcock	Supervisor of Women's Residence
Grady Hurst	Cook
Moquita Hurst	Library
Cleone McLain	Library
Alean Miller	Supervisor
Polly Miller	Bookkeeper
R. C. Muncy	Cafeteria
Nell Muncy	Cafeteria
Effie J. Parker	Nurse
Arthur G. Pressley	Maintenance
Mary Rathke	Cafeteria
Bettie Rushing	Snack Shop
Otis Rushing	Snack Shop
Beatrice Rutledge	Cafeteria
Della Scoggins	Cafeteria
Trudale Shelton	Library
Mary Lou Wiles	Supervisor of Women's Residence
B. H. Williams	Supervisor of Men's Residence



ADDITIONS & ALTERATIONS
LEE COLLEGE GYMNASIUM

New Gymnasium for 1964-1965

ARCHITECT: DON WARD
ASSOCIATE: J. H. HARRIS
DATE: JAN. 15, 1964

General Information

LOCATION AND TRANSPORTATION

Lee College is located in Cleveland, Tennessee, the county seat of Bradley County, with approximately twenty-five thousand inhabitants, and has a distinctly southern tenor. It is located thirty miles northeast of Chattanooga on the Lee Highway, which is Highway 11. On this highway, which traverses Ocoee Street and is in one of the most beautiful residential sections of the city, lies the college campus.

The Greyhound, Tennessee Coach, Trailway Bus Lines and the Southern Railway have stations in Cleveland. As these maintain passenger as well as baggage service, trunks and baggage should be checked through to Cleveland.

AIM AND PURPOSE

It is the aim of Lee College to combine the forces of education and religion in promoting the Church and the kingdom of God in the earth. The institution's purpose is to develop the highest in Christian character and to cultivate a love for the richer, finer things of life. It seeks to develop in its students a knowledge of and love for the Bible, literature, and the arts and sciences, that this knowledge may be used for the progress of man and the promotion of God's kingdom.

Lee College believes in putting first things first. It was originally founded as a Bible School for the express purpose of promoting spiritual ideals and for the training of ministers and Christian workers. It believes that the world is ill from the effects of sin and that a means of recovery is to be found only through the preaching of the gospel of the Lord Jesus Christ and through a personal Christian work. This task is to be accomplished through God-called, consecrated men and women. It believes that these ministers and Christian workers should be thoroughly trained and educated for this great work of dealing with the souls of men, and to this aim the institution is dedicated.

It is the aim of Lee College to help young men and women to prepare for their chosen vocations in life. It aims to prepare its students for social and personal adequacy and a sense of economic self-sufficiency and to give them intellectual and spiritual insight into the problems of human relations. It believes that men and women who are trained for their vocations or professions make greater contributions to both Christianity and society. To this aim Lee College is dedicated.

HISTORICAL SKETCH

The Church of God, realizing that the great need in this period of spiritual crisis is adequately trained workers, considered the possibility of a Bible training school during the sixth annual assembly of the Church of God convening in Cleveland, Tennessee, January 3-11, 1911. A board of education consisting of five members was appointed at that time.

Beginning in the Council Chamber of the Church of God Publishing House, Cleveland, Tennessee, Lee College opened January 1, 1918, with twelve students. Mrs. Nora B. Chambers, a deeply-spiritual and intelligent woman, was the first teacher.

The early beginning—with a few students, with no buildings, and with no finances—scarcely indicated the phenomenal progress that became characteristic in the development of Lee College. The critical influenza epidemic of 1918 and World War I were discouraging hindrances, yet optimism remained remarkably high.

By the beginning of the fifth term, one room was no longer sufficient to house the school. A vacant church building on Twenty-fourth and Peoples Streets was converted into classrooms and dormitory in 1920. The school again outgrew its facilities and was moved in 1925 to the Church of God Auditorium on Twenty-fourth Street and Montgomery Avenue. In the spring of 1934, the girls' and boys' dormitory was destroyed by fire. Two dwelling houses, one located on Eleventh Street and the other on Twelfth and Peoples Streets, were acquired and used as girls' dormitories. Several of the boys were quartered in the auditorium. Superintendent J. H. Walker kept twelve of the men students in his own home until the end of the school year.

The commercial department was initiated in 1930. The academy, instituted in the 1930-31 term, became a full four-year high school in the 1934-35 school year.

Murphy Collegiate Institute in Sevierville, Tennessee, was purchased in 1938 to accommodate the growing school. The

GENERAL INFORMATION

Junior College division was added in 1941, and by the end of the term, a new classroom building was an absolute necessity. By the time the building was ready for use, it was evident that the problem of housing students was becoming serious. When over four hundred fifty students applied for admission at the beginning of the 1943 term, the situation became acute. To meet the immediate need, a large residence on Prince Street was purchased, the third floor of Central Hotel was rented, and plans were drafted for a new dormitory for women. In 1944 the modern three-story girls' dormitory was completed, and a trailer camp was added.

In 1946, the Bob Jones College plant in Cleveland, Tennessee, was purchased for the sum of \$1,500,000. The 1947-48 term of Lee College opened at its new location.

A four-year Bible College was initiated in the 1953-54 term offering the degree of Bachelor of Arts in Biblical Education.

A four-year liberal arts college was begun in the 1956-57 term. At the beginning of the 1957-58 term the four-year school of music was instituted.

At the beginning of the 1959-60 term of school the high school program was reduced to a three-year curriculum, including grades 10 through 12. The junior and senior years were also dropped from the liberal arts college program at this time.

During the school year, 1962-63, the oldest building on campus, Old Main, was demolished and a new Administration Building was erected in September, 1963.

Lee College moves forward, confident that under Christ great things can be done.

PRESIDENTS OF LEE COLLEGE

F. J. Lee	1922-1923
J. B. Ellis	1923-1924
T. S. Payne	1924-1930
J. H. Walker	1930-1935
Zeno Tharp	1935-1944
	1944-1945
E. L. Simmons	1945-1948
J. Stewart Brinsfield	1948-1951
John C. Jernigan	1951-1952
R. Leonard Carroll	1952-1957
R. L. Platt	1957-1960
Ray H. Hughes	1960-1965

LEE COLLEGE

BUILDINGS AND GROUNDS

The campus is located in one of the most beautiful residential sections of Cleveland. Most of the buildings face Ocoee or Church Streets and lie between Eleventh and Fifteenth Streets.

The Administration Building, completed in 1963, is the most modern building on the campus. The first floor contains the offices of the Administration and Business. The second and third floors house the girls' dormitories.

The Alumni Building is a modern, four-story brick building completed in 1945. It contains the classrooms and faculty offices. The remaining classrooms are in the Music Building and on the ground floors of Nora Chambers Hall, Simmons Hall, and Tharp Hall.

The Auditorium, which was completely renovated in 1963, seats approximately 805 and contains a Hammond concert organ, a grand piano, and broadcasting studios.

The Dining Hall seats approximately five hundred, and the cafeteria style of serving is used.

The Gymnasium is located directly behind the auditorium and has dressing rooms and showers for both boys and girls. The athletic field is located nearby and includes a softball diamond, tennis and volleyball court.

Lee Memorial Library, completed in 1941, is a modern building. The second floor houses the library and reading room. The first floor contains the offices of the deans, the Alumni Association, and the Christian Service Department. The daylight basement contains the visual-aids room, offices and photographic studio.

The Music Building is a two-story building containing classrooms and music-practice studios.

The Post Office is located on the ground floor of Simmons Hall.

The Snack Shop and Student Center is located on the first floor of the east wing of the Administration Building and has become a very popular meeting place for students.

DORMITORIES

The East Wing Dormitory for girls is a three-story brick building. The first floor houses the beautiful spacious Student Center.

Nora Chambers Hall, named in honor of the first teacher of Lee College, Mrs. Nora B. Chambers, is a three-story brick dor-

GENERAL INFORMATION

mitory for girls. It also houses the Home Economics department, has a beautiful parlor and a recreational hall on the ground floor.

Simmons Hall is a three-story brick dormitory for girls.

Ellis Hall is a two-story dormitory for boys. The first floor houses high school students and the second floor is reserved for foreign students.

Walker Hall is a four-story building and can house approximately three hundred men.

College Arms Apartments is an apartment house of eight units, located on Centenary Avenue.

Providence Hall contains apartments for married students.

Tharp Hall contains apartments for faculty members, staff, and students. The ground floor houses the laboratories and lecture rooms of the science department.



New Administration Building

Student Life

CHAPEL

Religious chapel services are held under the direction of the president on Monday, Tuesday and Friday of each week. Guest speakers are sometimes invited to address the congregation. Here the entire school meets to seek divine guidance for the day.

Wednesday chapel hours are for club meetings. Religious clubs meet the first and third Wednesday of each month, and academic clubs meet the second and fourth Wednesday of each month. The fifth Wednesday of each month is reserved for state club meetings.

An academic assembly is held each Thursday. Secular programs and meetings by the student government are planned for a deepening of cultural appreciation, for entertainment, or for instructions on etiquette, social ethics, etc.

STUDENTS ARE REQUIRED TO BE PRESENT AT ALL CHAPEL SERVICES. A special seat is assigned and attendance check is made each day. When participating in chapel services men and women will be expected to be dressed conformable to the occasion.

SUNDAY SCHOOL AND MORNING WORSHIP

No Sunday morning services are held on campus, but all students are required to attend Sunday School and morning worship. There are a number of Churches of God in Cleveland, and students are urged to choose one of them as a "church home" while in Cleveland. Pastors of the various churches will be giving invitations to the student body, and some provide bus transportation for college students.

SUNDAY EVENING WORSHIP

Sunday evening services are held in the auditorium and all dormitory students are required to attend. The president usually brings an evangelistic message, and many students find definite

Christian experiences, while others receive inspiration and guidance. Men are expected to wear coats and ties, and the women shall dress as befits the occasion.

FALL AND SPRING CONVOCATIONS

A week is set aside each semester for special revival services. There is a Bible study hour at the regular chapel time and an evangelistic service in the evening. These weeks are designated in the school calendar. All students are required to remain on the campus for these weekends.

MUSICAL ACTIVITIES

In many schools, music is considered an accomplishment reserved for only the talented few; but, from the beginning, music has been a vital part of student life at Lee College.

The school sponsors several musical organizations, but every organization, regardless of its purpose, promotes music, both in regular meetings and special programs. The student services are made interesting by the effective music of the school choir, the band, and special ensembles.



Lee College Singers

STUDENT ORGANIZATIONS AND GOVERNMENT

The college sponsors student organizations varied enough in their activities to include the interests of all. While the membership in them is voluntary, all students find it to their advantage to identify themselves with at least one of these clubs. Students receive in these extracurricular activities a type of training which is impossible to be obtained in the classroom. The opportunity for professional and intellectual interest, along with the social development, is an invaluable feature of student activities. Student clubs and organizations wishing to schedule social functions must obtain a date from the social committee and permission through the dormitory supervisors.

RELIGIOUS CLUBS

The *Pioneers for Christ Club* is an enthusiastic organization that places emphasis on personal witnessing for Christ. The membership is divided into groups with a leader for each, for the work of witnessing in street services, jails, and local church areas. They accept invitations to churches in all of the surrounding states for the purpose of organizing young people in the work of personal evangelism. Much experience in Christian work can be obtained through participation in their activities.

The *Missions Club* is organized to sponsor a growing interest and knowledge in Christian missions and to pray for missions and missionaries. They accept invitations to churches in surrounding states in an effort to arouse more interest in missions. They also help pastors secure their missions quota for the local church. It is the desire of the Missions Club to serve in the overall cause of missions.

The *Ministerial Club* is designed to give practical and helpful instruction for a successful ministry and to promote personal acquaintance and spiritual fellowship among ministerial students. They accept invitations for weekend services and serve local churches.

The *Student National Education Association* is a national organization for those who plan to enter the teaching profession. A cash scholarship is offered each year to a worthy student planning to continue his preparation for the teaching profession.

HONOR SOCIETIES

The *Beta Club* is a national honor society for high school students who excel in scholarship, loyalty, and achievement.

Pi Delta Omicron is the honor society for the Bible College students of high scholastic standing.

The *Phi Theta Kappa* Honor Society is for junior college students who have outstanding scholastic records.

SOCIAL CLUBS

Alpha Gamma Chi desires to promote Christian brotherhood on campus in cultural, academic, and religious activities and to develop fellowship and cooperation between men on campus representing various points of view and differing strata of campus life.

Delta Zeta is a Literary Society for college girls, the purpose being to make available discussions and instruction in the art of social graces in the areas of manners, personal grooming, fine arts, school spirit and being a graceful hostess.

The *International Club* is an organization designed to help international students become acquainted with the American way of life, gain knowledge of other countries, and promote goodwill and understanding between international and American students.

Upsilon Xi, Lee's oldest service organization, has as its main purposes the fostering of Christian fellowship on the campus and of giving service to the campus. U X encourages academic excellence and the development of campus leadership.

The *Student Council* consists of regularly chosen representatives from all classes and seeks to express the sentiment of the students. Through the Student Council, students have a voice in improving the school and receive training in self-government.

LEE COLLEGE

ACADEMIC CLUBS

The *Athletic Club* endeavors to teach its members the principles of good sportsmanship, to improve the morals and attitudes of the entire student body, and to encourage participation in physical education programs.

The *Forensic Club* hopes to create interest and develop talent in the field of speech and dramatics. A varied program is planned.

The *Phi Beta Lambda Club* seeks to instill professional and social interest in its members. It is open to commercial students.

The *Home Economics Club* is open to students of home economics. It seeks to create greater interest in the field and to develop leadership among students of home economics.

The *Music Club's* purpose is to create interest for better music and to give the students an opportunity for performance.

The *Spanish Club* was organized to promote greater interest in the Spanish language and in the peoples of the Latin-American countries, to encourage those called to missionary work among these people, and to develop a spirit of fellowship among the students studying Spanish.

STUDENT PUBLICATIONS

The *Collegian's Calendarium* is a weekly calendar of events on campus.

The *Clarion* is the school paper, edited and published monthly by the student staff and assisted by a faculty advisor.

The *Vindagua* is the college annual and is published yearly by the students. It is a work of art and makes an excellent souvenir.



Cafeteria



Snack time in the Canteen

LEE COLLEGE

SOCIAL LIFE

Since the school is coeducational, provisions have been made for social contacts of such a nature as to maintain an atmosphere of culture and refinement which will fit young men and women for broad social living.

The school has always tried to promote a clean everyday life. It has been the earnest endeavor of its directors to keep student life free from the vices which threaten to destroy the Christian faith and virtue of our boys and girls. Parents who send their sons and daughters to this school may expect their associates to be young men and women of good moral character. Anyone void of this essential trait need not apply for admission. A student whose ideals and manners are out of harmony with those of right living becomes a menace to the influence and reputation of a school of this kind. For this reason the school refuses to retain those who disregard its social regulations.

Only properly supervised social activity is given a place at Lee College. All social functions are chaperoned and are subject to the rules and regulations of the college.

Students will not be expected to invite visitors or entertain in the dormitory without first getting permission.



Crowning of the Homecoming Queen



Water Fountain

WEEK-END TRIPS

The management of the institution will look with disfavor on frequent week-end trips made by students. Students cannot expect to make good grades if they make week-end trips away from the school. If parents permit students to go home too frequently, the parents must bear the responsibility.

Except in cases of emergency, students will file application with the dormitory supervisors. Applications are to be approved by the president and should be filed three days in advance. In cases of students under twenty-one, forms must be secured from the office of the dormitory supervisor and mailed home for the signature of the parent or guardian.

RECREATION

The school has an excellent program of intramural sports. Every student is encouraged to spend part of his leisure time in recreational activities which will develop regular habits of play, physical strength, vigor, and sportsmanship.



Action on the Hardwood



Dormitory Life

LIVING REGULATIONS

It is the desire of the management to make dormitory life as pleasant and homelike as possible, but the student must realize that all the liberties enjoyed at home cannot be granted in a college. If the student is to be happy, he must adjust himself to the new environment and show a friendly and cooperative spirit at all times.

All students are expected to be thoughtful, courteous, and truthful in their dealings with one another, and to show due respect for one another. The supervisors are anxious to do everything possible for the students, but in spite of their efforts, dormitory life is just what the students make it.

The dormitory supervisors are in charge of all dormitory activities.

Rooms are assigned by the supervisors, who will grant requests where possible.

No student will be allowed to room off the campus without special advance permission from the president.

Students living in the dormitories are expected to care for their rooms and to keep them clean and in order, so that the school can maintain a refined atmosphere with good living conditions for all. Students are expected to be economical in the use of water, lights, and dormitory supplies.

DORMITORY SUGGESTIONS

All dormitory rooms have hot and cold running water and contain closet space or wardrobes, tables or desks, chairs, and dressers or chiffoniers. Suggestions are given below for women and men students.

For Women: Rooms are provided with single beds. In addition to your clothing and usual personal supplies, you should bring at least:

1 pillow	4 sheets (63 x 99 inches)
8 to 10 towels	Bedroom slippers
2 pillowcases	Housecoat
2 blankets	Raincoat or umbrella

Due to the variety of window sizes in the women's dormitories, you may wish to buy curtains after you arrive. Most rooms have only one window. Bring whatever you wish in the way of small rugs, dresser scarfs, bedspreads, etc.

For Men: Rooms are furnished with single beds. In addition to your wearing apparel, you will need the following:

1 pillow	Window curtains
8 to 10 towels	Bedroom slippers
2 blankets	Bathrobe
4 sheets (63 x 99 inches)	Raincoat or umbrella
2 pillowcases	

It will probably be better to buy curtains after you arrive. Bring whatever you wish in the way of small rugs, bedspreads, etc.

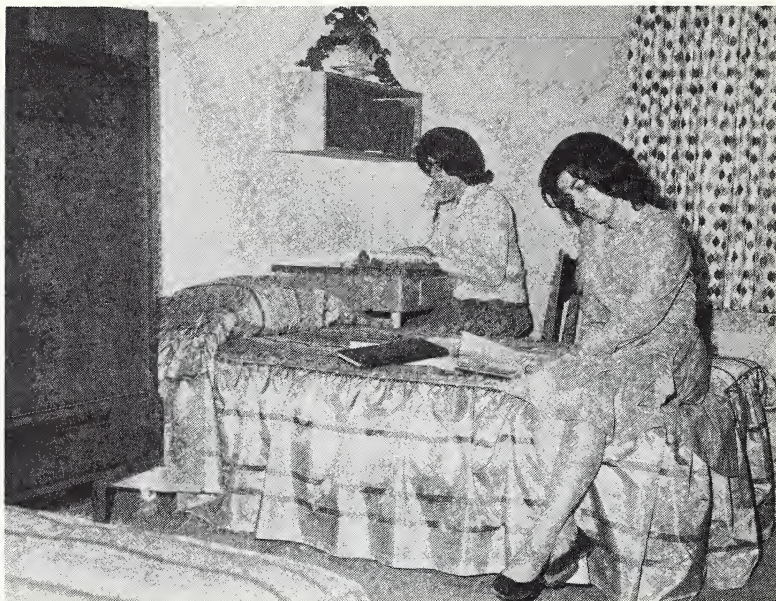
ROOM RESERVATION

Dormitory students who arrive before registration day may present the card acknowledging the acceptance of their application and register for room and board. These students are expected to register for a room immediately upon arrival at the school.

SCHOOL APARTMENTS

Because of the large number of married students attending Lee College, special efforts have been made to provide a maximum

LEE COLLEGE



Dormitory Life

number of one- and two-room apartments at a minimum cost to the students. Students occupying these apartments are expected to exercise the utmost care in eliminating excessive damage to school property. There will be an inspection of all dormitory rooms at the beginning and end of each semester. The business manager will have a list of all furnishings in the room with a notation about the condition of same, and a duplicate will be given the student when he occupies the room. The dormitory supervisor will make a monthly inspection, and any damage found will be charged to the person responsible.

No kitchen equipment is furnished by the school.

Students *may* pay rent for the entire semester on the day of registration. Students *must* keep rent paid at least four weeks in advance.

Students who desire apartments should apply in advance.

Students occupying apartments during the holidays will be charged ADDITIONAL rent.

DISCIPLINE

Whenever a body of people is associated for the accomplishment of a definite purpose, regulations and discipline are neces-

sary. The act of registration is a written agreement to comply cheerfully with all rules and regulations of the school.

No high school dormitory student is permitted to have an automobile on campus or in the community.

Students who either violate or disregard any rule of the school will be penalized. A student may be placed on probation under whatever conditions are recommended by the discipline committee.

Demerits will be given for all major offenses and may, at the discretion of the Dean of Women or Dean of Men, be given for minor offenses. Some of the major offenses are: stealing, cheating, lying, drinking, smoking, attending movies, petting, and disrespect to school authorities. The number of demerits given for each offense is determined by the deans or the discipline committee.

One hundred one demerits automatically result in expulsion.

The president reserves the right to suspend any student for any reason deemed necessary.

Before a student who has been dismissed for unsatisfactory conduct will be considered for re-entrance, a period of the balance of the current semester and one full semester must elapse. If, after this period of probation, the administration of the school deems the student's record and attitude worthy, he may be re-enrolled.

Students are under the rules and regulations of the school from the time they arrive on the campus. Whether they have registered or not, they are subject to dormitory and school regulations. Students are subject to school regulations between semesters. Students not spending school holidays at home are likewise subject to school regulations.

Academic Regulations

INFORMATION FOR VETERANS AND WAR ORPHANS

Lee College is approved for training veterans under Public Laws 550 and 894 and for training war orphans under Public Law 634. Eligible persons should contact the veterans administration regional office of the state in which they maintain a permanent residence. If in doubt about the procedure to follow, write: Registrar, Lee College, Cleveland, Tennessee.

GENERAL EDUCATIONAL DEVELOPMENT TESTS

Veterans, or non-veterans, who have not completed high school will be benefited by taking the G.E.D. Tests. These tests cover English, natural science, social sciences, literature, and mathematics. The tests are given in many of the major cities throughout the nation. Your average score determines the grade you are eligible to enter in high school. If your average score is forty-five or above, you may enter a college division; however, *the tests must be taken before registration.*

For details concerning the use of G.E.D. Tests for placement in high school and for entrance to college contact: Registrar, Lee College, Cleveland, Tennessee.

ADMISSION TO LEE COLLEGE

How to Apply

Application blanks are mailed on request to all prospective students.

A recent snapshot, a twenty-dollar advance deposit (not refundable), should accompany the application blank.

All applications should be on file in the registrar's office two

ACADEMIC REGULATIONS

weeks prior to the opening of school. Applications filed after this date cannot be processed in time for regular registration.

An official transcript from the last school attended must be filed in the office of the registrar before application for admission to a college division or the academy can be officially accepted. These transcripts should be sent directly from the office of the last school attended.

The school offers no courses below the tenth grade high school level. The institution regrets that it cannot accept children who have not completed grammar school. This does not apply to persons over eighteen years old who wish to register in the Religious Education Division.

According to the state Department of Education, all students are required to take a physical examination, a record of which should be sent with the application.

Lee College reserves the right to refuse any application for admission.

ORIENTATION

Students will follow the schedule furnished by the registrar's office throughout registration. Each student will be assigned to a faculty advisor, who will aid him in the selection of his courses.

Absences will be counted, beginning with the first day of each semester.

The school reserves the right to withdraw any course offered in the catalog if enrollment is less than eight.

GUIDANCE PROGRAM

On entering school, each new student is assigned to a division of the college. A faculty member in the division will serve the student as his general advisor, both for academic matters and personal matters. All advisors confer with students at registration period, assisting them in choosing courses and planning programs of study so as to meet graduation requirements.

Students should get well acquainted with their advisors, and use them throughout the year. The advisor will either assist the student with his questions, or will send him to the proper authority. Students are urged to talk with their faculty advisor and dean of their division as frequently as they feel the need of additional advice and assistance in any of the problems of study or of living at Lee.

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Vocational and personal guidance rooms are located in the library and academic buildings.

Lee College also administers reading tests, English placement tests, and psychological aptitude tests. Interest tests are also offered. These tests act as a basis for counseling students who need help in properly evaluating their abilities and interests.

DROPPING COURSES

No student may drop or add a course of study after registration day without the permission of the head of his division.

If courses are dropped after the date set for "change of schedule," a charge of one dollar for each change will be made. Students who drop a course without special permission after the date listed in the calendar will automatically receive a failing grade for the course.

WITHDRAWAL

A student who desires to withdraw from the school should obtain from the president's office the form for withdrawal. Students failing to do so will receive no credit for work done and cannot be given an honorable dismissal.

In the case of a student whose parents or guardians are responsible for his account, the school must be notified directly by the parent or guardian before the student will be allowed to leave the school.

ABSENCES

The school considers prompt attendance of all classes to be of primary importance. Deliberate cuts will have serious effects on a student's academic standing and on his chances of graduation, and may incur such additional penalties as are provided by the institution's regulations.

Students are not permitted to take vacations or leaves at times other than during regular school-approved holiday seasons.

HIGH SCHOOL ABSENCE POLICY

Attendance is expected at every class. Students are expected to meet classes promptly.

ACADEMIC REGULATIONS

Students who are not in their assigned seats when the second bell rings will be counted tardy. Three unexcused cases of tardiness will count as one unexcused absence.

Students who have been absent from a class should not report to class again until an absence slip has been secured from the office of the principal. Absence slips will be issued and penalties imposed as follows:

Absences are excused in case of illness or an absolute necessity of some other nature. Dormitory students must bring certification from the dormitory supervisor when illness is given for reason of absence.

There are no allowed cuts for high school students. Students who are absent without excuse will be subject to disciplinary action.

No leave of absence will be granted before or after any regular holiday. ABSENCES FROM CLASS TWO DAYS BEFORE OR TWO DAYS AFTER A HOLIDAY WILL COUNT DOUBLE AND CARRY DOUBLE PENALTIES.

Students are responsible for seeing their instructors concerning their make-up assignments. These assignments should be completed within a week following the absence, if any credit is desired. Should a student fail to attend to the matter within the specified time, he shall forfeit his credit.

COLLEGE ABSENCE POLICY

Any student who reaches a number of unexcused absences double the number of times the class meets per week will be automatically dropped from the course and be given a WF (withdrew failing). For example: a student taking a 3-hour course, such as English Composition, is allowed 3 unexcused absences per semester without penalty. If he receives as many as 6 unexcused absences, he will be dropped from that particular course. Any student who is dropped from enough courses to bring him below a 12-hour load will be automatically dismissed from school.

If, during the course of a semester, a student's failure to attend classes reaches serious proportions, his case may be treated as a discipline or conduct case, and disposed of in the same way that any other misconduct is. This means that a student may be interrupted during a semester, if deemed advisable by the administration of the institution.

A student may take without quality point deduction as many unexcused cuts for each course as there are class meetings per

week. For each unexcused excessive absence one quality point will be removed from his record. The quality point ratio of a student is affected by the above policy, so that a student's average will be reduced by excessive cuts. A student may be debarred from scholastic honors, honor societies, student body offices and other school honors and privileges because his scholastic average has been reduced by his excessive class absences. Such cuts of quality points will not necessarily debar the student from graduation, provided that his grades average "C" without the quality point deductions for excessive absences.

Three tardies equal one absence, unless a tardy is longer than twenty minutes, in which case it is considered an absence.

When a student is absent from any class or classes, he should go to the office of the dean and ask for a form on which he may state the reason for his absence. The form is then filed with the student's record. The same action must be taken in case of tardiness, since three unexcused cases of tardiness will count as one unexcused absence.

No student is assured that he will have absences excused which exceed the number permitted in each course, which is an average of one a semester for each semester hour. The Academic Dean will consider only the excuses which the student has filed when his case is considered. Since the college absence policy provides for "class cuts" at the discretion of the student, the administration insists that the student be especially careful to use his "cuts" only for important matters. Such reasons as business trips, convention attendance, personal reasons, transportation failure, etc., do not assure the student of an excused absence; the student should use his allowable "cuts" for such absences. Such reasons as illness, death in the immediate family, etc., will be accepted for excused absences. In all cases where no excuse is filed in the offices of the deans, the absence will be considered as unexcused.

Dormitory students must file certification of dormitory supervisor when illness is given as reason for absence.

Absences occurring two days before and two days after holidays count double and carry double penalties.

An average of one quality point a semester hour of work is required for graduation. A student whose general average is below "C" will not be permitted to graduate until he has taken such extra work as may be necessary to attain a "C" average. Carelessness in class attendance may cost a student an extra year in school in which a good attendance record will be required before graduation is permitted, or it may wholly disqualify him for

ACADEMIC REGULATIONS

graduation and make his transcript of credits unacceptable elsewhere.

The above provision applies to the regular term of school which begins in September and ends about the first of June.

When a college student misses class work, other than examinations, he may be permitted to make it up by completing special assignments given to him by the individual instructor. If he misses a regularly scheduled examination (semester or intrasemester), he is not permitted to make it up unless he has an excused absence. A fee of one dollar will be charged for reasons other than sickness.

SCHOLARSHIP AID

Lee College has a limited number of programs by which worthy students may receive financial aid for the expenses of their education.

Honor scholarships: Students graduating from Lee Academy or from any other accredited high school with valedictorian or salutatorian scholastic honors will be eligible for a scholarship in any college division in the amount of tuition for one year. This scholarship shall be exclusive of matriculation fee, student activity fee, and other fees where applicable.

Other requirements are:

A recommendation as to character and integrity of the applicant, furnished by his pastor, and a statement from the principal of the high school from which the applicant graduated, verifying that the applicant was first- or second-place honor graduate at the time of his graduation and that the applicant is of a desirable character.

This scholarship is available only to graduating seniors of each respective year.

Avis Swiger Memorial Loan Fund: The Lee College Alumni Association has established a student loan fund, which provides financial aid in the form of loans to worthy students. These loans are payable after the student has left school. Specific terms and conditions of the loan may be obtained from the executive secretary of the Alumni Association.

National Defense Education Act: The United States Office of Education has provided Lee College with funds for a student loan

LEE COLLEGE

fund to be administered by the college. This fund was established in order to attract outstanding young people into various special fields and professions, such as the sciences, foreign languages, and teaching. The loan is payable after the student has left school. Specific terms and conditions of the loan may be obtained from the office of the registrar.

Music scholarships: A limited number of scholarships are given each year. Interested individuals should write the dean of the Bible College for an application blank and appointment for audition. All School of Music students who receive scholarships, will be expected to participate in musical organizations as needed.

Student work scholarships: Lee College grants a limited number of work scholarships. Preference is shown to second-year students. Credit for work scholarships is applied toward the student's account.

LOAN PAYMENT PLANS

The following loan payment plans are available:

Education Funds, Incorporated
Box 44
Providence 3, Rhode Island

United Student Aid Funds, Incorporated
1 Rockefeller Plaza
New York 20, New York

Tennessee Educational Loan Corporation
Cordell Hull Building
Nashville, Tennessee

Applications for loans from the above firms can be secured through the registrar's office of Lee College, Cleveland, Tennessee. Applications should be filed at least 60 days before the beginning of the school term.

SCHOLASTIC STANDARDS

A student who fails to pass 50 percent of his work in any semester will be placed on academic probation. If he fails to pass 50 percent of his work in the succeeding semester, he will not

ACADEMIC REGULATIONS



Classroom Lecturing

be permitted to re-register until a period of one regular semester or two summer semesters have elapsed. He must then submit evidence of having made satisfactory progress at another institution, or if he does not enroll in another institution during the probationary period, he must furnish the administration of Lee College with sufficient evidence of change in attitude, work habits, or ability, to justify their granting him the privilege of making the third attempt to make satisfactory progress.

REPORTING OF COLLEGE GRADES

Grades are issued to students at the end of each semester. A letter of notification is mailed to parents, when a student is making a "D" or "F" at the end of each nine-week period.

Semester grades are kept on file in the registrar's office.

REPORTING OF HIGH SCHOOL GRADES

Report cards are issued to students every six weeks. The first report card of the academic year reveals the progress of the student during the first six weeks. The second report card shows the

LEE COLLEGE

student's progress during the second six weeks. The third report card shows the student's progress for an eighteen-week period, or the first semester. The fourth report shows the student's progress for the first six weeks of the second semester. The fifth report shows the student's progress during the second six weeks of the second semester. The sixth report reveals his progress for the entire second semester.

Semester grades are kept on file in the Registrar's office on a cumulative basis.

GRADING SYSTEM

High School

The system of grading is as follows:

A—95-100

B—87-94

C—80-86

D—75-79

F—74 and below

WP—Withdrew with permission

WF—Withdrew failing or after last date for dropping course.

College

The work of all students is graded by letters, which may be interpreted as follows:

A (Excellent)	3 quality points per semester hour
B (Good)	2 quality points per semester hour
C (Average)	1 quality point per semester hour
D (Passing)	0 quality points per semester hour
F (Failure)	1 quality point deducted for each hour attempted in which student received an F or WF
I (Incomplete)	Grade withheld because of prolonged illness, or other valid excuse
WP (Withdrew)	With permission
WF (Withdrew)	Failing or after last date for dropping a course

Business Regulations

ITEMIZED EXPENSES FOR EACH SEMESTER

COLLEGE: \$250.00 per semester (12 through 17 hours)
(This includes matriculation, tuition, student activity, annual, post office fee, insurance, and lab fees; this does not include IBM fees.)
\$12.50 per hour for all work under 12 hours and over 17 hours

HIGH SCHOOL: \$185.00 per semester (full load)
\$35.00 per course if taking partial load

DORMITORY STUDENTS

Room and Board -----\$230.00
Apartment rent (married students)
 Providence Hall (per room, four-week month) ---- 17.50
 Tharp Hall (per room) ----- 20.00
Single students are required to occupy dormitory rooms until they are filled, unless living with parents or relatives.

MUSIC

Per Semester (Private Lessons) -----\$45.00
Class Voice (Semi-Private) ----- 27.00
Special fee for Music Majors ----- 50.00

Private lessons are taught on the semester basis and not on an individual basis, i.e., students are charged for the semester instead of for each individual lesson. Therefore, students will not be allowed to make up private lessons missed because of school holidays or for other reasons that classroom courses do not meet. No student will be allowed to make up a private lesson that he misses for reasons other than emergencies unless makeup fee is paid.

LEE COLLEGE

PART-TIME STUDENTS

Students who do not board at the school, and who register for a part-time course in any division, will be charged as follows:

HIGH SCHOOL (for each course of study)	\$35.00
COLLEGE (per semester hour)	12.50
MATRICULATION	5.00

No person who registers as a full-time student and is later permitted to drop enough courses to place him in the classification of a special student will be entitled to a refund or prorated tuition.

OTHER EXPENSES, PAID WHEN APPLICABLE:

Electrical fee (for married resident students)	\$20.00
Late registration fee	10.00
Proficiency exams (for each hour's credit established by examination)	7.50
Audit fee (per semester hour)	7.50
Graduation fee (all divisions)	20.00
Extra transcripts (one given free)	1.00

STUDENTS NOT TAKING FULL LOAD WILL BE CHARGED THE FOLLOWING FEES, IN ADDITION TO TUITION:

Physical education fee	\$ 6.00
Laboratory fee—Chemistry, Biology and Physics (all divisions)	6.00
All foreign languages	6.00
General Science	3.00
Home Economics fee	3.50
Typing fee	6.00
Secretarial Practice fee	6.00
IBM fee	25.00
Visual Aids	3.00
Crafts	3.00
Daily Vacation Bible School	3.00
Art fee	3.00
Yearbook Picture fee	2.00

BUSINESS REGULATIONS

Band Instrumental Rental	6.00
Band fee	6.00
Dramatics	3.00

SETTLEMENT OF ACCOUNTS

Students should be prepared to pay the semester's charges on the day of registration. Money may be remitted to the book-keeping office in advance if desired; this will facilitate the registration of the student on registration day. Students who are not able to pay their accounts in full must make application for deferment of a portion of the account, and upon approval may subscribe to the following installment plan:

The plan provides for the payment of one-third of the total semester charges at the time of registration. The total semester charges include room and board, tuition, matriculation fee, student activity fee, private music lesson costs, and all classroom and laboratory fees. The balance may be paid in four equal monthly installments.

ADJUSTMENT OF ACCOUNTS

Refund Policy

No refund will be granted unless application is made within two weeks of any change in program or departure of the student. If a student withdraws during a semester and requests refund for advanced payments, the following rules will determine the amount refunded:

1. Room and board will be refunded in full amount unused to date of withdrawal.
2. Tuition and fees, with the exception of matriculation fee, will be refunded on the following percentages:

During first two weeks of classes	80%	of tuition and fees
During third week of classes	60%	of tuition and fees
During fourth week of classes	40%	of tuition and fees
During fifth week of classes	20%	of tuition and fees
After fifth week of classes	NO REFUND	

3. NO REFUND ON MATRICULATION FEE.

LEE COLLEGE

Accounts with the school must be settled in full before a diploma or a transcript of credit is issued or letter of honorable dismissal granted. SATISFACTORY FINANCIAL ARRANGEMENTS MUST BE MADE BEFORE FINAL EXAMINATIONS CAN BE TAKEN. NO STUDENT WILL BE ALLOWED TO GRADUATE UNTIL HIS ACCOUNT IS PAID IN FULL.

Refund Policy for Public Law 550 Veterans

The policy of Lee College in regard to the refund of the unused portion of tuition, fees, and other charges in the event the veteran fails to enter the course, or withdraws, or is discontinued therefrom at any time prior to completion is that the veteran will be refunded the approximate pro rata portion of the tuition, fees and other charges in that the length of the completed course bears to its total length. All of the unused portion of the tuition fees, and other charges will be refunded on a pro rata basis with the exception of the registration (matriculation) fee (\$20).

The above policy pertains to all students of Lee College who are under Public Law 550 with the exception of those enrolled in the High School Division.

BIBLE COLLEGE

R. H. Gause, Jr., Dean

Bible College

PURPOSE

The primary purpose of the Bible College division of Lee College is to prepare young men and women for the ministry of the gospel in the Church of God. It is dedicated to the doctrinal position of the Church of God, and to the evangelistic and missionary interests of the denomination.

The Bible College aims to hold a thoroughly academic program in relation to Biblical and professional education as well as general education. In keeping with this aim, the Bible College requires certain liberal arts courses.

The objectives of the general education offerings in the Bible College curriculum are:

1. To give the student an understanding of his culture and the culture of other societies of the world by a knowledge of human history and the current world situation.
2. To give the student an understanding of himself spiritually, psychologically and socially and an understanding of and an insight into his associates' lives and behavior.
3. To give the student an orientation in the field of scientific inquiry and knowledge so that he may understand better the physical universe.
4. To relate the arts and sciences to the Biblical studies and the professional training of the student.

In the fulfilling of these general purposes, the college seeks to develop in the student the following areas of mind, skill, heart and graces:

1. A Biblical concept of God—His holiness, sovereignty and mercy.
2. A Biblical concept of man—his origin, his depravity, his redemption and his destiny.

LEE COLLEGE

3. A Biblical concept of Christ—His deity, His humanity, and His redemptive program.
4. An appreciation for the weight of the ministry of the gospel.
5. Skill in the use of all Biblical instruments of soul-winning—personal evangelism, preaching, counseling, teaching, etc.
6. Skill in the administration of public worship.
7. A survey knowledge of the entire Bible.
8. An analytic knowledge of special portions of the Word of God such as the prophets and the epistles.
9. A sound philosophic outline for systematic theology.
10. A sound apologetic for the Biblical system.

CHRISTIAN SERVICE

It is the function of the Christian Service Department to provide every interested Lee College student with ample opportunity to do practical work in the field in order that he may apply the knowhow which he has received in the classroom. It is this strong relationship between classroom study courses and Christian-service opportunities that has made Lee College outstanding among present-day Pentecostal institutions of higher learning. This high correlation between the theoretical and the practical in training offers the student the greatest opportunity to develop his whole Christian character and to gain and evidence spiritual maturity in almost every phase of his Christian life.

The Process of Training

The training process is designed to encourage every student to get as broad and as varied an experience as possible on each of a series of graduated training levels: WITNESSING, CO-OPERATION, PLANNING, RESPONSIBILITY, LEADERSHIP, and ADMINISTRATION.

WITNESSING: The student is first taught how to witness to and win souls through personal contact. The Samaritan woman at the well went, immediately after accepting Christ, and witnessed to others in the city, "and many of the Samaritans of that city believed on him for the saying of the woman, which testified."

COOPERATION: The student's next step is to learn to work along with others in order to realize more fully the value of cooperation. As an example, many of the new students' earlier witnessing attempts will be with another, more experienced student, wherein he will learn the art of cooperation by helping someone else in an effort to win the lost to Christ.

PLANNING: After the student has learned how to witness and how to appreciate the value of cooperation, he is permitted to go "behind the scenes" and to help in the planning of witnessing invasions and of various other services. This is the earliest phase in the training of the student which offers him a real opportunity to gain insight into the paramount importance and absolute necessity of planning as a means toward a successful end in any endeavor for the Lord.

RESPONSIBILITY: Successful planning leads to the student's being given responsibilities—singing, directing, teaching, preaching—within a group which has been assigned a particular service.

LEADERSHIP: The student who performs well his responsibilities is then assigned to the leadership of a group. In this position, all of his previous experiences in witnessing, cooperation, planning, and responsibility are brought back into play each time that he leads his group in a service or activity.

ADMINISTRATION: A thorough understanding and use of the principles of leadership qualify a student to be placed next in the church internship program where he can learn the administration of the office of pastor and minister. In this program, the student is assigned to and serves directly under an area pastor or church official as his intern. Here he receives personal instruction and guidance from the pastor and, in addition, performs ministerial duties under the direction of the interested pastor or church official.

Since students come to Lee College with differing backgrounds in their religious experiences, the Christian Service Department, before making a decision as to each student's place in the process of training, takes into consideration the student's previous experience, his present needs in training, and his plans for the future. Naturally, some students will, because of background, move up the training process ladder into positions of responsibility more quickly than others.

LEE COLLEGE

The Areas of Training

The areas of practical training offered by the Lee College Christian Service Department include the following services and activities:

Child Evangelism Classes
Jail Services
Open-Air (Street) Services
House-to-House Witnessing Invasions
Nursing Home Services
Tract Brigades
New Convert Follow-Up Program
Visitation of the Sick and Aged
Prayer Chains for Special Services On and Off Campus
Individual Counseling
Delivery of Soul-Winning and Gospel Sermons
Distribution of Gospel Literature in Public Places
Choir Directing
Participation in Special Singing
Sunday School Teaching
Effective Altar Work
Other Church Activities

The Results of Training

The results of the training offered by the Lee College Christian Service Department will necessarily depend upon the speed and thoroughness with which any student completes each phase of the process of training. The ultimate hope of the Department is that the training will develop students who become practicing witnesses, competent teachers, fundamental expositors of the Word, able leaders, patient counselors, and sound spiritual administrators who will, consequently, be capable of better fulfilling future offices of youth leaders, Sunday School teachers, Christian education directors, missionaries, evangelists, pastors and of district, state, national, and world leaders in the work of winning souls for our Saviour.

Credit

One-half semester hour of credit is given for each semester of enrollment in the Christian Service Department. A minimum of

BIBLE COLLEGE

two hours of credit is necessary for graduation from the Bible College. In the music curriculum and in the Christian Education curriculum, special assignments may be made by the respective faculties.

ADMISSION REQUIREMENTS

Application

Students desiring to make application for the Bible College should complete the preliminary application blank at the end of this catalog and mail it to the registrar.

Admission by Certificate

A graduate of an accredited high school must have an official transcript sent directly from the office of the high school to the registrar before an application will be accepted. Students will be granted admission to the college upon the receipt of a record of fifteen units of work satisfactorily completed and evidence of high school graduation.

High school subjects which may be offered for entrance are listed below.

Class A

	Maximum Units		Maximum Units
English	4	Plane Geometry	1
Foreign Language		Solid Geometry	½
French	3	Sociology	1
German	3	Physiography	1
Latin	4	Physiology	1
Greek	3	Zoology	1
Spanish	3	Biology	1
Music	1	Chemistry	1
Appreciation	1	General Science	1
Harmony	1	Physics	1
Performance	1	Civics	1
Mathematics	2	Economics	1
Algebra	2	History	4
Trigonometry	½	Botany	1

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Class B

	Maximum Units		Maximum Units
Agriculture	2	General Mathematics	1
Arithmetic (Business)	1	Home Economics	3
Business Subject	3	Shopwork	2
Drawing	2	Vocational Teachers Training	3

Unit: Represents thirty-six weeks' study in a subject in high school, classes meeting five times a week.

For entrance, at least three of these units must be in English; one unit should be in mathematics, and enough in electives from Group A to make 10 units. The other five units may be chosen in any of the subjects in either Class A or Class B.

Admission by Examination

Non-veterans who are not high school graduates but have been issued an equivalency diploma by a State Department of Education, will be considered for admission. (Further information concerning this equivalency diploma can be obtained from the State Department of Education in the respective states.)

Admission of Veterans

Veterans who apply for admission must meet the same requirements as non-veterans unless they enter on the basis of a G.E.D. Test. Full details on entering the Bible College by means of the G.E.D. Test may be obtained from the registrar of Lee College. Students must complete the test and make an average score of forty-five before registering for college.

ADMISSION OF STUDENTS WITH ADVANCED STANDING

The Bible College will admit without examination students from accredited colleges or universities provided they have been granted honorable dismissal. Credits may be transferred from colleges and universities which are members of their regional association or accredited members of the Accrediting Association of Bible Colleges; however, the Bible College can give credit only for those courses that contribute toward the degrees from the Bible College.

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Schools that are not members of a recognized accrediting association may transfer work to Lee Bible College on the basis of their acceptance by the state university in their respective states.

Except in special cases, a student who has failed in another institution and cannot remain in that institution will not be admitted to the Bible College.

Removal of entrance conditions must be accomplished by the end of the first year.

MAXIMUM AND MINIMUM WORK

The number of semester hours of work required for completion of each year of the curriculum is established by the college. The normal load for a semester for all students is sixteen hours. Students with an established record of superior quality may take a maximum of nineteen hours, provided the application is properly approved at the time of registration. The minimum load to be classed as a full-time student is twelve hours. Students who are not doing satisfactory work because of their inability to carry a full schedule may be requested by a faculty advisor to drop one or more courses.

Requirements for graduation from the Bible College are a minimum of one hundred thirty hours and one hundred thirty quality points, or a minimum average grade of C. If the student has more than one hundred thirty hours credit, he must have a quality point ratio of one.

DEGREES

Lee Bible College grants four degrees: Bachelor of Arts in Biblical Education, Bachelor of Arts in Christian Education, Bachelor of Music in Church Music and Bachelor of Arts with combination major in Biblical Education and Church Music.

HONORS

Students graduating with an average of 2.9 will be graduated with the distinction Summa Cum Laude. Students graduating with an average of 2.6 will be graduated with the distinction Magna Cum Laude. Students graduating with an average of 2.1 will be graduated with the distinction Cum Laude.

LEE COLLEGE

A student may be debarred from these distinctions by the faculty for a poor practical work record.

REQUIREMENTS FOR GRADUATION

One year of residence work is required for graduation. The student must have at least one hundred thirty hours credit and one hundred thirty quality points. This requires an average of C.

The administration of the school will make every reasonable effort to assure the student of graduation according to his schedule; however, it is the student's responsibility to follow the required course of study. The responsibility for failure to meet any graduation requirement will rest upon the student and not upon the administration or faculty advisors.

The student must have completed one summer of supervised ministerial activity or its equivalent in full-time ministry.

A comprehensive examination on the Bible and related fields is required of all graduates. This examination must be completed at least six weeks before the date of graduation.

Completion of the academic requirements alone will not be accepted as satisfaction of the graduation requirements of the Bible College division. The student must be approved for graduation by consent of the faculty. This approval is based on the student's moral and spiritual caliber as evidenced by his conduct, attitudes, and religious service.

BIBLICAL EDUCATION

The program in Biblical Education is designed primarily for students who anticipate either the evangelistic or pastoral ministry. The specific aims of this program are:

1. To prepare the student in the knowledge of the Word of God as the foundation of his ministry.
2. To instruct the student in the use of the Word of God in sermon building and delivery, in personal counseling, in Biblical exegesis, in personal life, and in spiritual leadership and government of the church.
3. To give the student a formal theological foundation for his ministry in relation to the pulpit and personal counseling.
4. To provide the student with the tools of administration that

BIBLE COLLEGE

will aid him in directing the organization and program of the church.

5. To provide the student with an understanding of the church's program of education so that he will be in a position to take the oversight of the Christian Education program of the church.

The basic course of study leading to the Bachelor of Arts Degree in Biblical Education is outlined below.

FRESHMAN YEAR

<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Old Testament Survey 101		2		Old Testament Survey 102		2	
English 111		3		English 112		3	
History 111		3		History 112		3	
Science		3		Science		3	
Introductory Doctrines 211		2		Introductory Doctrines 212		2	
Personal Evangelism 131		2		Introduction to Christian			
Physical Education		1		Education		3	
				Physical Education		1	
Total Sem. Hrs. Cr.		16		Total Sem. Hrs. Cr.		17	

SOPHOMORE YEAR

<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
New Testament Survey 201		2		New Testament Survey 202		2	
English 211		3		English 212		3	
Speech 211		3		Speech 212		3	
Psychology or				Psychology or			
Sociology 211		3		Sociology 212		3	
New Testament				New Testament Greek 212		4	
Greek 211		4		Music or Art		2	
Music or Art		2		Physical Education		1	
Physical Education		1					
				Total Sem. Hrs. Cr.		18	
Total Sem. Hrs. Cr.		18					

LEE COLLEGE

JUNIOR YEAR

<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Systematic Theology 311		3		Systematic Theology 312		3	
Church History 311			3	Church History 312			3
New Testament Greek 311		3		New Testament Greek 312		3	
Pastoral Leadership in Christian Education 301		2		Church Administration 302		2	
Prophets 311			2	Prophets 312			2
Homiletics 331		2		Homiletics 332			2
Bible Elective		2		Bible Elective			2
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Total Sem. Hrs. Cr.		17		Total Sem. Hrs. Cr.		17	

SENIOR YEAR

<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Pauline Epistles 411		3		Pauline Epistles 412		3	
Prophecy 411			3	Prophecy 412			3
Apologetics 421		3		History of Philosophy 422		3	
Pastoral Theology 411		3		Pastoral Counseling 412		3	
Church Polity 411		2		Church Polity 412		2	
Bible Elective		2		Bible Elective			2
-----				-----			
Total Sem. Hrs. Cr.		16		Total Sem. Hrs. Cr.		16	

The student must elect two hours of missions studies.

Any student who by examination should take English 100, will be required to complete that course for graduation.

CHRISTIAN EDUCATION

The objective of the Christian Education Department is to prepare men and women to enter the ministry of Christian education as directors of Christian education, missionaries, state Sunday School and youth directors, pastors, pastors' wives, and leaders in the local church. With the approval of the Dean of the Bible College, this program may be combined with a minor in Church Music or with sufficient Business Administration courses to prepare the student for work as director of education and music or church secretary.

BIBLE COLLEGE

Specifically, the aims of the program are:

1. To prepare the student in the knowledge of the Word of God as a foundation for the supervision and execution of a Biblically sound educational program for the local church.
2. To provide a theological foundation for the church's program and curriculum of Christian Education.
3. To give a thorough background of the history and development of the modern Christian education movement, including the philosophy, principles and practices of the Christian Education program.
4. To prepare the student in the administrative skills necessary for administering the Christian education curriculum and organization.
5. To prepare the student in the practical skills necessary in employing handicrafts, and audio-visual aids that are useful in a properly developed curriculum.

The requirements for a minor in Christian education would include the following courses: Christian Education 132, 211, 212, 302, 311, 312 or 401, 402, 411.

The basic course of study leading to the Bachelor of Arts degree in Christian Education is outlined as follows:

FRESHMAN YEAR

<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
English 111		3		English 112		3	
Bible 101		2		Bible 102		2	
History 111		3		History 112		3	
Introduction to Education 111		3		Introduction to Christian Education 132		3	
Introductory Doctrines 111		2		Vacation Bible School 200		2	
Personal Evangelism 131		2		Introductory Doctrines 112		2	
Physical Education		1		Physical Education		1	
*Christian Service		½		*Christian Service		½	
<hr style="width: 50%; margin-left: 0;"/>				<hr style="width: 50%; margin-left: 0;"/>			
16½				16½			

*One hour in Christian Service is prerequisite to Supervised Field Work 302.

LEE COLLEGE

SOPHOMORE YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
English 211			3	English 212			3
**Foreign Language			3	Foreign Language			3
Physical or Laboratory Science			3-4	Physical or Laboratory Science			3-4
Bible 201			2	Bible 202			2
Sunday School Administration 211			2	Organization and Administration of Christian Education 212			2
† Physical Education			1	† Physical Education or Personal and Community Hygiene			1-2
Bible Elective			2				
			-----				-----
			16-17				14-16

JUNIOR YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
Foreign Language			3	Foreign Language			3
Principles and Methods of Teaching 311			3	Christian Education of Children 312			3
Speech 211 or Homiletics 231			3	Bible Basis of Missions			2
Church Polity 311			2	Music in Christian Education 422			2
Psychology 211 or Sociology 211			3	Psychology 212 or Sociology 212			3
Bible Elective			2	Bible Elective			2
			-----	Supervised Field Work 302			1
			16				-----
							16

SENIOR YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
†† Apologetics 421			3	Systematic Theology 312			3
Systematic Theology 311			3	Christian Education of Adults 410			2
History and Philosophy of Christian Education 411			3	Seminar in Christian Education 412			2
Christian Education of Youth 401			3	Supervised Field Work 402			1
Bible Elective			3	Bible Elective			3
			-----	Electives			5
			15				-----
							16

**The Foreign Language elected must be carried for four semesters in order to be accepted as a graduation requirement.

† Physical Education is required both semesters or Personal and Community Hygiene may be taken second semester.

†† Apologetics 421 or History of Philosophy 422 may be selected.

BIBLE COLLEGE

MUSIC DEPARTMENT

The music department grants two degrees:

1. The Bachelor of Arts with a combination major in Biblical Education and Church Music.
2. The Bachelor of Music with a major in Church Music and emphasis on performance.
 - a. Bachelor of Arts: combination major in Biblical Education and Church Music.

FRESHMAN

<i>First Semester</i>		<i>Second Semester</i>	
English 111	3	English 112	3
Introduction to Education	3	Introduction to Christian Education	3
O.T. Survey	2	O.T. Survey	2
Intro. Doct.	2	Intro. Doct.	2
Basic Music Theory	3	Basic Music Theory	3
Applied Music	2	Applied Music	2
Band or Choir	1	Band or Choir	2
Physical Education	1	Physical Education	1
-----		-----	
17		17	

SOPHOMORE

<i>First Semester</i>		<i>Second Semester</i>	
English 211	3	English or American Literature	3
Science or Math	3-4	Science or Math	3-4
N.T. Survey	2	N.T. Survey	2
Basic Music Theory	3	Basic Music Theory	3
Applied Music	2	Applied Music	2
Band or Choir	1	Band or Choir	1
Physical Education	1	Physical Education	1
Music Survey 112	2		
-----		-----	
17-18		15-16	

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JUNIOR

<i>First Semester</i>		<i>Second Semester</i>	
Psychology	3	Psychology or Sociology	3
Systematic Theology	3	Systematic Theology	3
Church Polity	2	Church Polity	2
Survey of Music in the Western Church	3	Survey of Music in the Western Church	3
Audio-Visual Aids	3	Christian Education of Children	3
Band or Choir	1	Band or Choir	1
Applied Music	2	Applied Music	2
-----		-----	
17		17	

SENIOR

<i>First Semester</i>		<i>Second Semester</i>	
N.T. Epistles	3	N.T. Epistles	3
Prophets	2	Prophets	2
Personal Evangelism	2	Missions	2
Applied Music	2	Applied Music	2
Choral Conducting	1	Instrumental Conducting	1
Band or Choir	1	Band or Choir	1
Sunday School		Music Electives	6
Administration	3	-----	
Bible Elective	2	17	

16			

- b. Bachelor of Music: major in Church Music with applied areas of emphasis: Voice, Piano, Organ, and Woodwind and Percussion Instruments.

BIBLE COLLEGE

FRESHMAN

<i>First Semester</i>		<i>Second Semester</i>	
English 111	3	English 112	3
O.T. Survey	2	O.T. Survey	2
Intro. Doct.	2	Intro. Doct.	2
Basic Music Theory	3	Basic Music Theory	3
Sight Singing and Ear Training	2	Sight Singing and Ear Training	2
Applied Music (Major)	2	Applied Music (Major)	2
Applied Music (Minor)	1	Applied Music (Minor)	1
Band or Choir	1	Band or Choir	1
Physical Education	1	Physical Education	1
----- 17		----- 17	

SOPHOMORE

<i>First Semester</i>		<i>Second Semester</i>	
English 211	3	English or American Literature	3
Basic Music Theory	3	Sight Singing and Ear Training	2
Sight Singing and Ear Training	2	Keyboard Harmony	1
Music Survey	2	Basic Music Theory	3
Applied Music (Major)	2	Applied Music (Major)	2
Applied Music (Minor)	1	Applied Music (Minor)	1
N.T. Survey	2	N.T. Survey	2
Band or Choir	1	Band or Choir	1
Physical Education	1	Physical Education	1
----- 17		----- 17	

JUNIOR

<i>First Semester</i>		<i>Second Semester</i>	
Psychology or Sociology	3	Psychology or Sociology	3
Systematic Theology	3	Systematic Theology	3
Survey of Music in the Western Church	3	Survey of Music in the Western Church	3
History of Music	3	History of Music	3
Choral Conducting	2	Instrumental Conducting	2
Applied Music (Major)	2	Applied Music (Major)	2
Band or Choir	1	Band or Choir	1
----- 17		----- 17	

LEE COLLEGE

SENIOR

<i>First Semester</i>		<i>Second Semester</i>	
N.T. Epistles	3	N.T. Epistles	3
Bible Elective	3	Bible Elective	3
Personal Evangelism	2	Introduction to Christian	
Counterpoint	2	Education	3
or Brasswind and		Counterpoint	2
Percussion Methods	3	or Woodwind Methods	3
Applied Music (Major)	2	Applied Music (Major)	2
Form and Analysis	2	Music in Christian	
Hymnology	2	Education	3
Band or Choir	1	Band or Choir	1
-----		-----	
17-18		17-18	

DESCRIPTION OF COURSES

BIBLICAL THEOLOGY

101. Bible Survey

A study of the development of the Bible, its translations and historical background. Particular emphasis will be laid upon the main themes of the various books and their spiritual and devotional value to our own day. This course is primarily a survey of Old Testament history. 2 credit hours

102. Bible Survey

A continuation of Biblical Theology 101. 2 credit hours

201. Bible Survey

A study of the intertestament Jewish history leading up to the birth of Christ. Considerable attention is given to the Gospels and the life and teachings of Jesus and to the early development of the Christian Church. 2 credit hours

202. Bible Survey

A continuation of Biblical Theology 201. 2 credit hours

211. New Testament Greek

A basic vocabulary and grammar study of New Testament Greek with some drills in simple Greek reading. Course consist primarily of drills in vocabulary and grammar with an introduction to its use. 4 credit hours

212. *New Testament Greek*

A continuation of Biblical Theology 211 with more attention to syntax and reading. 4 credit hours

231. *Prophets*

A brief study of the life and times of the Old Testament prophets. There will be a brief outline study of each of the major and minor prophets, with some attention given to present-day and homiletic use. 2 credit hours

232. *Prophets*

A continuation of Biblical Theology 231. 2 credit hours

301. *Acts*

A sectional study of this historical narrative, emphasizing the life of the early Church, the work of the Holy Spirit, and the life and labors of Paul. The Greek text is consulted periodically for purposes of illustration and clarification. 2 credit hours

302. *Hebrews*

A verse by verse study of this doctrinal epistle; special attention is given to matters of background and outlining, with constant reference to the Old Testament structure; the Greek text is consulted periodically for purposes of illustration and clarification. 2 credit hours

303. *The Psalms*

A sectional study of this Old Testament poetical book. Special attention is given to matters of background, outlining the Psalms and determining historical context and theology. The Hebrew text is consulted periodically for purposes of illustration and clarification. 2 credit hours

311. *New Testament Greek*

A continuation of Biblical Theology 212. Special attention is given to irregular verbs and reading, special drills in handling and identifying irregular verbs and reading drills. 3 credit hours

312. *New Testament Greek*

A continuation of Biblical Theology 411. A course in reading New Testament Greek, beginning with the simpler portions of the New Testament and an introduction to more difficult portions of the New Testament. 3 credit hours

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401. *Prophecy*

An analytic and eschatological study of the Old Testament prophets, with special emphasis on prophecy of Christ's first and second advents and the church. 3 credit hours

402. *Prophecy*

A continuation of Biblical Theology 401 with special attention given to a synthesis of Old Testament prophecy with the Revelation 3 credit hours

421. *New Testament Epistles*

A study of the background of the New Testament epistles with some attention to the critical problems of the epistles. A theological and analytic study of the epistles. 3 credit hours

422. *New Testament Epistles*

A continuation of Biblical Theology 421. 3 credit hours

431. *Pastoral Epistles*

An exegetical study of the pastoral epistles complementary to Biblical Theology 421 and 422. This course also gives attention to the practical aspects of these epistles complementary to Pastoral Theology. 2 credit hours

441. *General Epistles*

A theological and exegetical study of the general epistles, complementary to Biblical Theology 421 and 422. 2 credit hours

451. *Grammatical Exegesis of Galatians*

A study of this doctrinal epistle from the Greek text, with special attention given to matters of interpretation and elements of advanced grammar. 2 credit hours

452. *Grammatical Exegesis of James*

A study of this practical epistle from the Greek text, with special attention given to matters of interpretation and elements of advanced grammar. 2 credit hours

SYSTEMATIC THEOLOGY

111. *Introductory Doctrines*

A course designed to acquaint the student with major systems of theological thought, and to give him a working knowl-

BIBLE COLLEGE

edge of the more fundamental and practical doctrines of the church, dealing particularly with the doctrines of salvation.

2 credit hours

112. *Introductory Doctrines*

A continuation of Systematic Theology 111.

2 credit hours

311. *Systematic Theology*

An advanced study of theology. Course begins with the doctrine of revelation and proceeds systematically through the body of the Christian faith.

3 credit hours

312. *Systematic Theology*

A continuation of Systematic Theology 311.

3 credit hours

421. *Apologetics*

An introduction to polemical thought with special attention given to a vindication of the cardinal doctrines of Christianity: especially, revelation, theism, and the deity of Christ. Prominent also will be discussions of textual criticism and the bearing of science upon the Biblical record.

3 credit hours

422. *History of Philosophy*

A survey of philosophical thought from Thales to modern times. Special attention is given to the pre-Socratics, Plato and Aristotle, philosophical opponents to Christianity, Augustine, Aquinas, and the influence of Kantian and post-Kantian thought on contemporary theology.

3 credit hours

PRACTICAL THEOLOGY

Christian Education

101. *Crafts*

To give students a working knowledge of crafts for use in vacation Bible Schools, youth camps, public schools, and in any other area of interest and endeavor.

3 credit hours

102. *A Survey of Christian Education*

A study of the total educational program of the church

LEE COLLEGE

emphasizing organization and administration. (Not open to those who have taken Christian Education 132.)

2 credit hours

132. *Introduction to Christian Education*

A survey of the educational work of the church, including its history, purpose, organization, curriculum and leadership. This will include the Sunday School, Y.P.E., vacation Bible school, weekday church school, youth camps and youth clubs. Emphasis will be given to the persons involved in the learning process in the church—a survey of age characteristics and needs, and the church's responsibility to them.

3 credit hours

200. *Vacation Bible School*

A consideration of opportunities, plans, policies, materials, and methods of conducting a V.B.S. It is planned to help the student conduct a V.B.S. during the summer. Students will prepare one complete set of V.B.S. materials.

2 credit hours

202. *How to Study and Teach the Bible*

Methods of Bible study for personal and class use. A study of the various teaching techniques and the preparation for a Sunday School lesson. (Not open to those who take Christian Education 311.)

2 credit hours

211. *Sunday School Administration*

A study of the development of the Sunday School, including the principles and methods of Sunday School growth, organization, objectives, extensional services and evangelism. Observations of several Sunday Schools will be required.

2 credit hours

212. *Organization and Administration*

General principles and practices of organizing, administering, and supervising a program of Christian education in the local church. The functions of the board of Christian education and the role of Church workers will be considered including the work of the director of Christian education. Observations of local churches will be required.

2 credit hours

221. *Audio-Visual Aids*

Presentation, demonstration, and discussion of various types of audio-visual devices, with experience in producing some practical materials and operation of projectors.

3 credit hours

301. *Pastoral Leadership in Christian Education*

A survey of the total program of Christian education in the local church, designed especially for pastors and full-time church workers. The problems of organization, leadership training, public relations, buildings and equipment, stewardship, worship and supervision will be studied. An introduction to the agencies and curriculum of Christian education in the local church will be given—Sunday School, Y.P.E., vacation Bible school, clubs, women's work, men's fellowship, weekday church schools, missionary education and membership training classes. Effort is made to help the student see how he can develop a balanced, purposeful and comprehensive program of Christian education. (Not open to those who have had Christian Education 211 and 212.)

3 credit hours

302. *Supervised Field Work*

Observation of and participation in the program of Christian education in a local church. The student is responsible for securing a place of service for the semester subject to the approval of the faculty advisor.

1 credit hour

311. *Principles and Methods of Teaching*

The teaching-learning process is studied in relation to pupil needs and interests. How to prepare and teach are learned through reading, lecture, observations and participation in practice teaching.

3 credit hours

312. *Christian Education of Children*

The study of the characteristics and religious needs of children under twelve years of age; objectives of children's division of the church; organization, methods, materials and administration of the total church program for children. Child evangelism and nurture will be given special emphasis.

3 credit hours

401. *Christian Education of Youth*

A study of the characteristics and needs of adolescents (12-24). How to win and hold youth will be considered by a study of curriculum materials, Bible study, evangelism, worship, recreation, and service. Emphasis will be placed upon preparation and presentation of youth topics and services.

3 credit hours

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402. Supervised Field Work

Participation and supervision in the program of Christian education in a local church. The student is responsible for securing a place of service for the semester subject to the approval of the faculty advisor. 1 credit hour

410. Christian Education of Adults

A course to introduce students to the needs of adults for a continuing program of Christian education. Their interests and needs will be studied and a program for winning, training, and service will be developed. 2 credit hours

411. History and Philosophy of Christian Education

A brief survey of the historical roots of Christian education including Hebrew, Greek, and Roman systems. Christian education is traced from the beginning of the Christian era through the Sunday School movement, to recent developments. Concurrently, religious and secular educational philosophies will be compared. The student will be expected to formulate a personal philosophy of Christian education integrating a practical and functional relation of personal, home and church approach. 3 credit hours

412. Seminar in Christian Education

A comprehensive survey of the field of Christian education for the purpose of integrating its various phases. Individual research and group conferences. (Open only to senior Christian education majors.) 2 credit hours

422. Music in Christian Education

A study of the use of music in Christian education. Graded music is studied for use in Sunday Schools, vacation Bible schools, and graded choirs. 2 credit hours

EVANGELISM

131. Personal Evangelism

A study of the basic principles of personal evangelism. Special attention is given to the particular problems confronted in personal soul-winning. Considerable Scripture memorizing is required. 2 credit hours

MISSIONS

302. *Bible Basis of Missions*

What the Bible teaches about God's plan for the propagation of the gospel, from Genesis to Revelation with special emphasis on the book of Acts as the example for the Church Age. Person, prayer, and purse are the trunk lines of missionary energy. One semester. 2 credit hours

PASTORAL TRAINING

311. *Church Administration and Organization*

A study of functional church organization. Attention is given to the place and duties of committees and boards of the local congregation. Special study is given to the place and organization of the church auxiliaries. 2 credit hours

312. *Church Administration and Organization*

A continuation of Practical Theology 311, with special emphasis on the church auxiliaries and choir organization. Special emphasis on ministerial ethics and etiquette. 2 credit hours

411. *Pastoral Theology*

A study of pastoral duties in the conduct of public worship and private ministry to the flock. Attention is given to special services such as administering the sacraments, conducting funerals, weddings, etc. 3 credit hours

412. *Pastoral Counseling*

The pastor's duty and opportunity to offer personal counseling in the office, the home, and the pulpit. The principles of counseling and adjustment, with the more common causes of nonadjustment. 3 credit hours

422. *Visitation Evangelism*

Study of the purposes and methods of home visitation evangelism. The organization and carrying out of a plan for visitation for special evangelistic campaigns and for a year-round program. 2 credit hours

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SPEECH AND HOMILETICS

211. *Fundamentals of Speech*

A beginner's course in basic principles of speech directed toward the establishment of habits of good speech.

3 credit hours

212. *Public Speaking*

A course in platform theory and practice for those who wish to develop fundamental skill in direct public address.

3 credit hours

231. *Homiletics*

A practical course in homiletics, with actual practice in the preparation, arrangement, and delivery of sermons. Considerable attention is given to style of the great preachers of various ages and broad reading in the homiletical field is expected of each student.

2 credit hours

232. *Homiletics*

A continuation of Practical Theology 231. 2 credit hours

HISTORICAL THEOLOGY

301. *Church Polity*

A brief study of the history of the Church of God. A scriptural study of the church government, and thorough study of the organization of the Church of God.

2 credit hours

302. *Church Polity*

A continuation of Historical Theology 311. 2 credit hours

311. *Church History*

A study of the Christian church from the apostles to the present age. Special emphasis will be given to the major reform movements of the Church.

3 credit hours

312. *Church History*

A continuation of Historical Theology 211. The last nine weeks of the semester is a study in the history of Christian Missions.

3 credit hours

321. *History of Dogma*

A historical study of the development of all the major doctrines of the Christian faith and their formulation and acceptance. Elective; offered on demand. 3 credit hours

AUDITIONS

Auditions in applied music will be given all new music students. These will be given during registration in order to determine the student's level of proficiency in his major field. Sight-reading will be a part of the audition. The student must show promise of developing skills and talents that will equip him to serve successfully as a minister of music. Entrance deficiencies must be made up without credit within the first year.

DESCRIPTION OF COURSES

Applied Music

The aim and purpose of the applied music division is to prepare students for church and recital work.

98. *Accordion*

Private instruction in methods and materials with emphasis on development of performance technique. 1 credit hour

180. *Orchestral Instruments*

Private instruction in methods and materials with emphasis on development of performance technique. 181, 280, 281, 380, 381, 480, 481. A continuation of 180.

2 credit hours

180. *Organ*

Private instruction in methods and materials with emphasis on development of performance technique. Students play for chapel as well as public concerts and recitals. Thorough background in piano is required as a prerequisite. Acceptance by audition only. 181, 280, 281, 380, 381, 480, 481. A continuation of Organ 180.

1 credit hour

180. *Piano*

Private instruction in methods and materials with empha-

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sis on development of performance technique. Students play for chapel as well as public concerts and recitals. Acceptance into program by audition only. 181, 280, 281, 380, 381, 480, 481. A continuation of Piano 180. 1 credit hour

180. *Voice*

Private instruction in methods and materials with emphasis on development of performance technique. 181, 280, 281, 380, 381, 480, 481. A continuation of Voice 180.

1 credit hour

170. *Diction (For voice majors only)*

170. *Italian Diction*

2 credit hours

171. *French Diction*

2 credit hours

172. *German Diction*

2 credit hours

CHURCH MUSIC

221. *Hymnology*

A historical study of hymn tunes and texts. An extensive review of contemporary hymnals.

2 credit hours

422. *Music in Christian Education*

A course integrating music into all the church activities. Developing musical churches through church music school and the multiple choir system. Graded music is studied for use in Sunday Schools, Vacation Bible Schools, etc.

2 credit hours

450. *Seminar and Field Work*

Student doing the practical work as a Minister of Music.

2 credit hours

321. *Survey of Western Church Music*

A study of the major styles, composers, and forms significant to an understanding of church music. Detailed study of various types of church music as they relate to the worship service. Emphasis will be placed on an extensive study of Protestant music.

3 credit hours

322. *A Continuation of 321*

3 credit hours

411. *Teaching Methods*

Methods of teaching music to children of various age

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groups. Methods of teaching short term church music schools.
Methods of private instruction in voice and/or piano

3 credit hours

412. *Continuation of 411*

3 credit hours

CONDUCTING

331. *Choral Conducting*

Fundamentals of conducting technique as applied to choral conducting. Participation in and conducting of training organizations, study and interpretation of standard repertoire.

2 credit hours

342. *Instrumental Conducting*

Fundamentals of conducting technique as applied to instrumental conducting. Participation in and conducting of training organizations. Study and interpretation of standard repertoire.

2 credit hours

ENSEMBLES

101. *Campus Choir*

A select group of mixed voices. Training in choral music. Concert each semester. Admission on approval of instructor. 102, 201, 202, 301, 302, 401, 402. A continuation of Campus Choir 101.

1 credit hour

105. *Ladies Choir*

A select group of ladies' voices. Training in choral music for treble voices. Concert each semester. Admission on approval of instructor. 106, 205, 206, 305, 306, 405, 406. A continuation of Ladies' Choir 105.

1 credit hour

107. *Lee College Singers*

A select group of mixed voices admitted by audition. Activities which are a feature of this choir are: an extended tour each semester, occasional weekend off-campus appearances, and periodic professional recordings. 108, 207, 208, 307, 308, 407, 408. A continuation of 107.

1 credit hour

105. *Male Choir*

A select group of male voices. Concert each semester. Admission on approval of instructor. 106, 205, 206, 305, 306, 405,

LEE COLLEGE

406. A continuation of Male Choir 105. 1 credit hour

103. *Concert Ensemble*

Training and practice in the techniques of band performance. Study of works selected from the standard concert band repertoire. Entrance on audition. 104, 203, 204, 303, 304, 403, 404. A continuation of band 103. 1 credit hour

109. *Brass Choir*

A select group of performers chosen from the Concert Ensemble. Featuring regular performances both on campus and off campus. 110, 209, 210, 309, 310, 409, 410. A continuation of Brass Choir 109. 1 credit hour

HISTORY

111. *Music Survey*

An introductory course designed to acquaint the student with the principal styles of music. Extensive use of phonograph recordings throughout the semester. 2 credit hours

311. *History of Music*

A general survey of the evolutions of music from the earliest times to the present, including the influence of the general historical background upon the significant movements in music history. The study of representative works from the various periods of music history is made from scores and illustrated by records. A great deal of parallel reading is required. 3 credit hours

312. A Continuation of 311 3 credit hours

MUSIC EDUCATION

161. *Brasswind and Percussion Methods*

A course designed to prepare students for teaching the brasswind and percussion instruments at the beginner to intermediate levels. Performance on the instruments is included. 3 credit hours

162. *Woodwind Methods*

A course designed to prepare students for teaching the woodwind instruments at the beginner to intermediate levels. Performance on the instruments is included. 3 credit hours

THEORY

99. *Basic Theory*

A study of the elements of notation, dictation, and sight singing designed for those without previous experience. No credit for music majors. If the student is deficient in this area, he is required to complete this course. 2 credit hours

131. *Sight Singing and Ear Training*

Study and practice of melodic material as rhythm and pitch design. Sight reading and dictation, stressing tonality. This study aims to develop in the pupil a sense of rhythm, intonation, and tonality by means of the voice independent of the instrument. Prerequisite: some experience in notation. 2 credit hours

132. *A Continuation of 131*

2 credit hours

141. *Basic Theory*

Scales and intervals are reviewed. Melody writing is begun here. Primary and secondary triads in close and open positions, cadences in major and minor keys, dominant seventh chords, and their inversions. 3 credit hours

142. *A Continuation of Basic Theory 141.*

3 credit hours

231. *Sight Singing and Ear Training*

Sight singing and dictation of melodies chosen from different styles and periods including more difficult chromaticism in all clefs; modulation, modal melodies and complex rhythms. Dictation of two voice counterpoint and two voice composition will be included as well as identifying harmonic progressions. 2 credit hours

232. *A Continuation of 231*

2 credit hours

241. *Basic Theory*

This study includes diatonic sevenths and ninths, modulations, passing tones, appoggiaturas, suspensions, pedal points, altered chords, chromatic and mixed chords. 3 credit hours

242. *A Continuation of Basic Theory 241.*

3 credit hours

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243. *Keyboard Harmony*

Learning to harmonize at the keyboard. Harmonize tunes at sight. Study of realizing figured bass. Prerequisite: 141, 142, 241, 242. 2 credit hours

341. *Composition*

A study of all the formal designs and methods of structural treatment in the homophonic domain of musical composition, as revealed in classical or standard writings. A study of hymn and gospel song form is included. The student is expected to imitate these designs and methods, and to look for additional illustrations and confirmations in general music literature. Prerequisite Basic Theory 241, 242. 2 credit hours

421. *Counterpoint*

Two and three voice counterpoint, small canons and inventions in various forms. Some free melody in two voices. 422. A continuation of 421. 2 credit hours

400. *Form and Analysis*

A study of the structural elements in music. Binary, Ternary, rondo, sonata, and various contrapuntal forms. Sacred and classical material will be analyzed. 2 credit hours

DIPLOMA COURSE

(*Religious Education Division*)

PURPOSE

The division of Religious Education is a division of the Bible College. This program attempts to give the student of religion the most wholesome of spiritual and intellectual development, to help him construct a practical moral philosophy, to build his faith upon a deeper understanding of religious truths, and to instill within him a great appreciation of the highest values of a life of service to God and man. It proposes to take students as they are and help them advance as far as possible.

ADMISSION REQUIREMENTS

Students who have the basic skills of reading and writing

BIBLE COLLEGE

are taken as they are and placed in appropriate classes. We expect high school graduates to enroll in the Junior College course in religion or in the Bible College. Students who are not high school graduates or who are eighteen years of age and have the basic skills of reading and writing will be considered for admission.

SPECIAL NOTICE TO HIGH SCHOOL GRADUATES

The high school graduate who desires to prepare himself for the ministry should study the Junior College course in religion or the Bible College course. The Junior College course is designed for the high school graduate who has only a limited time to prepare himself for the ministry. It covers essentially the same areas as the ministerial course described below; however, since high school graduates have already completed elementary educational requirements, they are not required to repeat such requirements as spelling and grammar, but they are allowed to pursue work of a more advanced level. Consequently, they cover more in a shorter period of time. **THE JUNIOR COLLEGE COURSE, AND THE BIBLE COLLEGE COURSE ARE FOR PROSPECTIVE MINISTERS.** The Bible College course is designed to give the prospective minister, missionary, or church worker a thorough foundation in the arts and sciences with intensive religious preparation. We recommend both of these courses for the high school graduate. In the Religious Education Division, an attempt is made to take the individual at his educational level and give him the course from which he is likely to profit most. If you do not understand which course you should enter, contact the president or the head of division for further information.

HIGH SCHOOL CURRICULUM

For those students who need and desire work in the high school, Lee College maintains an accredited high school division open to students of religion and to other special students. All ministerial students should have, or acquire, a high school education.

DEPARTMENTAL DIVISION

With specialization as an aim, the Religious Education Division is organized into two courses: namely, Missions Course,

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and Ministerial Course. Each course, with its aims and regulations, is described below.

LOAD LIMITS

The minimum load of semester hours for any student in the Religious Education course is 12 hours. The maximum load is 20 hours. Veterans, see "Information for Veterans."

General Requirements for Graduation

No student will be permitted to graduate from the Religious Education Division who has not demonstrated the ability to write and speak good English. Any student found deficient in the fundamentals of good reading, writing, spelling, and language usages will be assigned such subjects as the academic administration of his division deems necessary and will not be permitted to graduate until he has corrected his deficiencies.

An average of 17 semester hours a semester, or a total of 103 hours and 103 quality points during the three-year course, is required for graduation.

The administration of the school will make every reasonable effort to assure the student of graduation according to his schedule; however, it is the student's responsibility to follow the required course of study. Failure to meet any graduation requirement will rest upon the student and not upon the administration or faculty advisors.

A comprehensive examination on the Bible and related fields is required of all graduates. This examination must be completed at least six weeks before the date of graduation.

Completion of the academic requirements alone will not be accepted as satisfaction of the graduation requirements of the Religious Education Division. The student must be approved for graduation by consent of the faculty. This approval is based on the student's moral and spiritual caliber as evidenced by his conduct, attitudes, and religious service.

DIPLOMA

For 103 semester hours of required and elective work satisfactorily completed and 103 quality points, the student is given a diploma showing completion of the course.

BIBLE COLLEGE

SCHEDULE OF COURSES

MISSIONS COURSE

The Missions Course is designed to prepare and qualify the student of missions for the work of a missionary.

FIRST YEAR

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Grammar I			3	Grammar I			3
Speech			3	Speech			3
Old Testament Narrative			3	Old Testament Narrative			3
Music Theory and Sight				Music Theory and Sight			
Singing			3	Singing			3
New Testament				New Testament Narrative			3
Narrative			3	Orthography and Spelling			3
Orthography and							
Spelling			3				18
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18							

SECOND YEAR*

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Epistles			3	Epistles			3
Christian Education			3	Christian Education			3
Grammar II			3	Grammar II			3
Doctrines			2	Doctrines			2
Personal Evangelism			2	Church History			3
Church History			3				
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16				14			

THIRD YEAR*

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Missionary Methods			3	Missionary Methods			3
Bible Atlas			3	Christian Evidence			3
Missionary Lands			2	Lives of Missionaries			2
English Lab. and Comp.			3	English Lab. and Comp.			3
Foreign Language			3	Foreign Language			3
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14				14			

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MINISTERIAL COURSE

The Ministerial Course is designed to prepare the ministerial student for a practical, spiritual, and intelligent ministry.

FIRST YEAR

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
Old Testament Narrative		3	Old Testament Narrative		3
New Testament Narrative		3	New Testament Narrative		3
Music Theory and Sight			Music Theory and Sight		
Singing		3	Singing		3
Grammar I		3	Grammar I		3
Orthography and Spelling		3	Orthography and Spelling		3
Speech		3	Speech		3
<hr/>			<hr/>		
18			18		

SECOND YEAR*

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
Homiletics		3	Homiletics		3
Epistles		3	Epistles		3
Doctrines		2	Doctrines		2
Church Polity		2	Church Polity		2
Grammar II		3	Grammar II		3
Personal Evangelism		2	Missions		2
<hr/>			<hr/>		
15			15		

THIRD YEAR*

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
Systematic Theology		3	Systematic Theology		3
Church History		3	Church History		3
Pastoral Theology		3	Pastoral Theology		3
Christian Education		3	Christian Education		3
English Lab. and Comp.		3	English Lab. and Comp.		3
<hr/>			<hr/>		
15			15		

*These courses for the second and third year curriculum are selected from the Bible College curriculum.

DESCRIPTION OF COURSES OFFERED IN THE
DIVISION OF RELIGIOUS EDUCATION

First Year (Freshman)

New Testament Narrative

A study of the intertestament period. A chronological study of the life of Christ, with some attention given to problems of harmony. A historical study of the Acts of the Apostles. Two semesters. 6 credit hours

Grammar I

A study of the basic grammar of the English language with special emphasis on good sentence construction. Required of all students who have not completed high school, except those whose knowledge of grammar has prepared them for work in Grammar II. Two semesters. 6 credit hours

Modern Cults

A study of modern religious beliefs of America which are contrary to orthodox principles of Christianity. One semester. 2 credit hours

Old Testament Narrative

Prerequisite to all Old Testament studies. A study of the historical narrative of the first seventeen books of the Old Testament—Genesis through Esther. Two semesters. 6 credit hours

Spelling

A study of the diacritical markings and pronunciation as given in self-pronouncing Bibles and the dictionary. Emphasis will be placed on word formation and spelling. Two semesters. 6 credit hours

Speech

A study of the fundamentals of public speaking. Two semesters. 6 credit hours

Theory of Music

A study of the fundamental principles of music, sight singing, and ear training and conducting. Three hours a week recitation and conducting. Two semesters. 6 credit hours

JUNIOR COLLEGE

John Herbert Walker, Jr., Dean

Junior College

Purpose

The basic functional philosophy of the Junior College is to provide a general education designed to develop within its pupils such appreciations, understandings, abilities, and attitudes as are needed for responsible Christian living in the home and in the community.

Broadly understood, "responsible Christian living" includes not only social and personal adequacy but also a sense of economic self-sufficiency, as well as intellectual and spiritual insight into the problems of human relations. It is hoped that with such insights the pupils may be enabled to make enlightened choices and thus better serve God and man.

For this reason the curricular offerings are designed to develop within each pupil:

1. An understanding of his own mental and social life as well as that of his associates so that he may gain insight into the motives and behavior of others.
2. An understanding of the nature and problems of organized society, past and present, and his relation to it.
3. An understanding of the world in which he lives, both organic and inorganic, in theory and practice.
4. An appreciation of enduring spiritual values whereby he will become increasingly aware of Christianity as a vital part of life.
5. Vocational efficiency.

ADMISSION REQUIREMENTS

Application

Students desiring to make application for the Junior College

LEE COLLEGE

should complete the preliminary application blank at the end of this catalog and mail it to the registrar.

Admission by Certificate

A graduate of an accredited high school must have an official transcript sent directly from the office of the high school to the registrar before an application will be accepted. Students will be granted admission to the college upon the receipt of a record of fifteen units of work satisfactorily completed and evidence of high school graduation.

High school subjects which may be offered for entrance:

CLASS A

	Maximum Units		Maximum Units
English	4	Plane Geometry	1
Foreign Language		Solid Geometry	1/2
French	3	Sociology	1
German	3	Physiography	1
Latin	4	Physiology	1
Greek	3	Zoology	1
Spanish	3	Biology	1
Music		Chemistry	1
Appreciation	1	General Science	1
Harmony	1	Physics	1
Performance	2	Civics	1
Mathematics	2	Economics	1
Algebra	2	History	4
Trigonometry	1/2	Botany	1

CLASS B

	Maximum Units		Maximum Units
Agriculture	2	Home Economics	3
Arithmetic (Business)	1	Shopwork	2
Business Subject	3	Vocational Teachers	
Drawing	2	Training	3
General Mathematics	1		

Unit: Represents thirty-six weeks' study in a subject in high school, classes meeting five times a week.

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For entrance, at least three of these units must be in English; one unit should be in mathematics, and enough in electives from Group A to make 10 units. The other five units may be chosen in any of the subjects in either Class A or Class B.

Admission by Examination

Non-veterans who are not high school graduates but have been issued an equivalency diploma by a State Department of Education, will be considered for admission. (Further information concerning this equivalency diploma can be obtained from the State Department of Education in the respective states.)

Admission of Students With Advanced Standing

Students from accredited colleges or universities will be admitted without examination provided they have been granted honorable dismissal. They must present an official transcript showing work done.

Except in special cases, a student who has failed in another institution and cannot remain in that institution will not be admitted to Lee College.

Removal of entrance conditions must be accomplished by the end of the first year.

In general, Lee College follows the same policy in accepting work from a school that is not a member of a regional association as is followed by the state university of the state in which the school is located.

Admission of Veterans

Veterans who apply for admission must meet the same requirements as non-veterans unless they enter on the basis of a G.E.D. Test. Full details on entering the Junior College by means of the G.E.D. Test may be obtained from the registrar of Lee College. Students must complete the test and make an average score of forty-five before registering for college.

MAXIMUM AND MINIMUM WORK

The number of semester hours of work required for the completion of each year of the curriculum is established by the College. The normal load for a semester for all students is sixteen hours. Students with an established record for superior quality may take a maximum of nineteen hours provided the applica-

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tion is properly approved at the time of registration. The minimum load for classification as a full-time student is twelve hours. A student who is not doing satisfactory work because of his inability to carry a full schedule may be requested by a faculty advisor to drop one or more courses.

REQUIREMENTS FOR GRADUATION

Associate of Arts Diploma

Students who have completed satisfactorily two full years of college work with a minimum of sixty-four hours credit and one quality point for each credit hour are awarded the diploma of Associate of Arts. In order to receive this diploma, the candidate must meet the requirements of one of the following programs and be in residence at least one semester.

Program I. Senior College Preparatory Program

- A. Liberal Arts Emphasis
- B. Commercial Emphasis
- C. Teacher-Training Emphasis

Program II. Terminal Two-Year Commerce Program

- A. Secretarial Science
- B. Accounting

I. SENIOR COLLEGE PREPARATORY PROGRAM

A. LIBERAL ARTS EMPHASIS

This curriculum is designed to give the student a well-balanced cultural training. The requirements are proportionally distributed in three general fields—the humanities, the social sciences, and the natural sciences. This curriculum provides the foundation of general knowledge for the student preparing for the liberal arts professions, such as law, journalism, fine arts, and theology. Students enrolled in this course will be required to take at least fifty-three semester hours of basic courses. The remaining hours may be elected from music, art, and Bible, or other courses.

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FIRST YEAR

<i>First Semester</i>	<i>Hours</i>	<i>Second Semester</i>	<i>Hours</i>
English 111	3	English 112	3
Foreign Language 111	3	Foreign Language 112	3
Religion 101	2	Religion 102	2
Natural Science ¹	3-4	Natural Science ¹	3-4
Physical Education 1-2 ²	1	Physical Education 1-2 ²	1
Psychology 101	1	Electives	3
Electives	3		
	-----		-----
	16-17		15-16

SECOND YEAR

<i>First Semester</i>	<i>Hours</i>	<i>Second Semester</i>	<i>Hours</i>
English 211	3	English 212	3
Foreign Language 211	3	Foreign Language 212	3
Music 110 or Art 110	2	Music 110 or Art 110	2
Religion 201	2	Religion 202	2
Physical Education 1-2 ²	1	Physical Education 1-2 ²	1
Social Science	3	Social Science	3
Electives	2-3	Electives	2-3
	-----		-----
	16-17		16-17

1. Natural Science—Biology, Chemistry, or Physics.

2. Four hours of Physical Education (activity) are required for all students except veterans.

B. COMMERCIAL EMPHASIS

Students who are planning to continue their studies in Business Administration will enroll in this curriculum.

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FIRST YEAR

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
English 111			3	English 112			3
Social Science 111, 211			3	Social Science 112, 212			3
Bus. Ad. 111			3	Bus. Ad. 112			3
Religion 101			2	Religion 102			2
Natural Science ¹			3-4	Natural Science ¹			3-4
Phys. Ed. 1-2 ²			1	Phys. Ed. 1-2 ²			1
Psychology 101			1				
							15-16
			16-17				

SECOND YEAR

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
English 211			3	English 212			3
Bus. Ad. 131			3	Bus. Ad. 132			3
Bus. Ad. 241			3	Bus. Ad. 242			3
Economics 211			3	Bus. Ad. 141			3
Religion 201			2	Economics 212			3
Phys. Ed. 1-2 ²			1	Phys. Ed. 1-2 ²			1
			15				16

1. Natural Science—Biology, Chemistry, or Physics.

2. Four hours of Physical Education (activity) are required for all students except veterans.

C. TEACHER-TRAINING EMPHASIS

This curriculum provides the necessary required courses for the first two years for students who are planning to be elementary or secondary school teachers.

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FIRST YEAR

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
English 111		3	English 112		3
Religion 101		2	Religion 102		2
Phys. Ed. 1-2 ¹		1	Phys. Ed. 1-2 ¹		1
Natural Science ²		4	Natural Science ²		4
Psychology 101		1	Education 112		3
Education 111		3	Social Science		3
Social Science		3			
					16
		17			

SECOND YEAR

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
English 211		3	English 212		3
Religion 201		2	Religion 202		2
Phys. Ed. 1-2 ¹		1	Phys. Ed. 1-2 ¹		1
Math. 211		3	Phys. Ed. 102		2
Psychology 211		3	Math. 212		3
Music 110 or Art 110		2	Psychology 212		3
Electives		2	Electives		3
					17
		16			

1. Four hours of Physical Education (activity) are required for all students except veterans.

2. Natural Science—Biology, Chemistry or Physics.

II. TERMINAL TWO-YEAR COMMERCE PROGRAM

PURPOSE

The two-year terminal program is designed to give the student who does not plan to continue his formal training beyond the first two years of college an opportunity to prepare himself for immediate employment in the commercial field. The terminal course is not advised for the student who plans to transfer to a four-year institution for a degree. (The student who plans a four-year program should take a suggested Senior College Preparatory curriculum which also prepares one for immediate employment, but is of a less specialized nature.)

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A. SECRETARIAL SCIENCE

Students who have had adequate preparation in the elementary principles of typewriting, shorthand, or bookkeeping in their high school work will be exempt from such elementary courses as would tend to duplicate any previous course work. Such students will take the intermediate courses for which their previous study has prepared them and will take the remaining hours required for graduation in a broad academic field.

CURRICULUM

FIRST YEAR

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
English 111		3	English 112		3
Bus. Ad. 111		3	Bus. Ad. 112		3
Bus. Ad. 131		3	Bus. Ad. 132		3
Bus. Ad. 205		3	Bus. Ad. 141		3
Phys. Ed. 1-2		1	Phys. Ed. 1-2		1
Psychology 101		1	Elective		3
Elective		2			-----
		-----			16
		16			

SECOND YEAR

<i>First Semester</i>			<i>Second Semester</i>		
<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs. Cr.</i>
Bus. Ad. 251		3	Economics 212		3
Economics 211		3	Bus. Ad. 242		3
Bus. Ad. 241		3	Bus. Ad. 232		3
Bus. Ad. 231		3	Bus. Ad. 212		3
Bus. Ad. 211		3	Religion 102 or 202		2
Religion 101 or 201		2	Elective		3
		-----			-----
		17			17

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B. ACCOUNTING

Curriculum

FIRST YEAR

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
English 111 ✓			3	English 112			3
Bus. Ad. 111 ✓			3	Bus. Ad. 112			3
Bus. Ad. 103			3	Bus. Ad. 141			3
Phys. Ed. 1-2			1	Bus. Ad. 104			3
Psychology 101			1	Phys. Ed. 1-2			1
Elective			4	Elective			4
-----				-----			
15				17			

SECOND YEAR

<i>First Semester</i>				<i>Second Semester</i>			
<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>	<i>Course</i>	<i>Sem.</i>	<i>Hrs.</i>	<i>Cr.</i>
Bus. Ad. 251			3	Bus. Ad. 242			3
Bus. Ad. 241			3	Economics 212			3
Economics 211			3	Religion 102 or 202			2
Religion 101 or 201			2	Phys. Ed. 1-2			1
Phys. Ed. 1-2			1	Elective			8
Bus. Ad. 205			3	-----			
-----				17			
15							

DESCRIPTION OF COURSES

Department I. BUSINESS ADMINISTRATION AND SECRETARIAL SCIENCE

103. Business Law

A study of the laws covering contracts, negotiable instruments, insurance, sales, corporations, mortgages, agencies, landlord and tenant with applicable case problems at the close of each chapter.

3 credit hours

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104. *Business Law*

A continuation of Business Administration 103.

3 credit hours

111. *Typewriting*

A comprehensive study of the technique of "touch typing." A well-planned, carefully developed series of letter, figures, and word drills. A study of the various parts of the typewriter, and the care of the machine, as well as the manipulation of the different parts.

3 credit hours

112. *Typewriting*

Continuation of sentence drills; the development of additional skills, techniques, and the typewriting of letters, Prerequisite: Typewriting 111 or one year of high school typewriting.

3 credit hours

131. *Shorthand*

A course in the basic principles of Gregg Shorthand introduced through lessons in reading shorthand plates, in writing shorthand forms, and drills from dictation. Special attention is given to fluency in reading and writing.

3 credit hours

132. *Shorthand*

A continuation of Shorthand 131. Prerequisite: Shorthand 141 or one year of high school shorthand.

3 credit hours

141. *Basic Mathematics*

This course consists of a review of addition, subtraction, multiplication, division, fractions, aliquot parts, and percentages. Other common business topics as payrolls, trade and cash discount, profit and loss, marked price and commission and brokerage are studied.

3 credit hours

205. *Business Machines and Filing*

This course covers principles and practice in the operation of adding, calculating and duplicating machines and a thorough working knowledge in the various filing systems.

3 credit hours

207. *Punched Card Methods*

The development of punched card methods including lecture, problems and machine practice on the IBM 402 accounting

machine, the IBM 82 sorter and the IBM 26 printing card punch; application to business problems with emphasis on the preparation of management reports. 3 credit hours

208. *Principles of Data Processing*

A survey of auxiliary unit record equipment, the design of cards, forms and systems including procedure development and flow charting. A survey of computer systems and programming concepts. Tours of area computer installations will be arranged. Prerequisite: Punched card methods. 3 credit hours

211. *Typewriting*

Special emphasis given to speed and accuracy in continuous writing, mastery of tabulation, manuscript typewriting, and stenciling. Prerequisite: Typewriting 112 or two years of high school typewriting. 3 credit hours

212. *Typewriting*

Continuation of 211. Typewriting of reports, legal documents, rough drafts, and various office forms. 3 credit hours

231. *Shorthand*

Dictation of new material at the rate of 60, 80, and 100 words a minute for a continuous interval of time. A reasonable reading and transcription rate with a mailable transcript is required; lectures and sermons submitted in manuscript form are required. Prerequisite: Shorthand 132, or two years of high school shorthand. 3 credit hours

232. *Secretarial Practice*

Emphasis is on accurate typewriting, tabulation, rough draft work, stencil cutting and other secretarial practices. Prerequisite: Three semesters of shorthand and three semesters of typewriting. 3 credit hours

241. *Accounting*

A continuation of the basic principles of accounting for proprietorship, purchases, sales, fixed assets and deferred charges, negotiable instruments, taxes and a practice set for a wholesale merchant. Two lectures and two hours laboratory. 3 credit hours

242. *Accounting*

Continuation of Accounting 241. 3 credit hours

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251. *Business Letter English and Business Correspondence*

Principles of correct grammar usage involving capitalization, punctuation, spelling, numbers and syllabication. The psychology of the business letter, preparation of various types of business letters, and an increase in twentieth century letter-writing vocabulary. Prerequisite: One year of typewriting.
3 credit hours

Department II. EDUCATION AND PSYCHOLOGY

EDUCATION

111. *Introduction to Education*

A general survey of the field of education for the prospective teacher. It aims to orient the student in the field of teaching by a consideration of the objectives, functions, needs, and opportunities of the school in a modern democratic society.
3 credit hours

112. *History of Education in the United States*

A survey of the growth and development of elementary, secondary and higher education in the United States, from the early seventeenth century to the present.
3 credit hours

PSYCHOLOGY

101. *General Orientation*

A preparation of the student for college work. It teaches the student how to study, read, take examinations, and schedule his time.
1 credit hour

200. *Child Psychology*

Origin and principles of behavior in infancy and childhood; physical, intellectual, social, emotional, and language development in the normal child.
3 credit hours

211. *General Psychology*

A study of the fundamental principles of human activities, including the aims and methods of psychology, the relative contributions of heredity and environment to intelligence and individual differences, the origin and development of the individual; his emotions, motives, personality; the study of learning, memory, observation, and thinking.
3 credit hours

212. *Applied Psychology*

A study of the principles of psychology as applied to adjustment, personality improvement, salesmanship, advertising, industry, child development, mental hygiene, and religion. Special emphasis is given to personal problems of students and some class time is devoted to discussion of these problems. Opinion tests, experiments, and surveys give the course added interest. 3 credit hours

230. *Social Psychology*

A survey of factors which underlie the processes of socialization. Special emphasis is placed on personality development and adjustment. 3 credit hours

Department III. FINE AND APPLIED ARTS

ART

110. *Art Appreciation*

Everyday objects, such as clothing and dress accessories, buildings, interiors, and household objects are analyzed to develop good taste in everyday living. 2 credit hours

HOME ECONOMICS

101. *Elementary Clothing Construction, Textiles*

Fundamental principles of selection and construction applied to garments using cotton, linen, and various other fabrics. Study and use of commercial patterns. Principles of fitting. Use and care of sewing machine. Emphasis is placed on personal grooming, basic textile study, selection of appropriate clothing, clothing costs, commodity study of articles included in the wardrobe, and care of clothing. 3 credit hours

102. *Elementary Clothing Construction, Textiles*

A continuation of Home Economics 101. 3 credit hours

MUSIC

110. *Music Survey*

An introductory course designed to acquaint the student with the principal styles of music. Extensive use of phonograph recordings throughout the semester. 2 credit hours

Department IV. LANGUAGES AND
LITERATURE

ENGLISH

100-111. *English Laboratory-Composition*

A review of grammar and punctuation and a study of the fundamentals of composition. (The material covered is the same as in the course English 111.) This class meets five days a week and counts as five hours of a student's class load; however, only three hours' credit is given. It is required of students who make a low score on the English Placement Test. 3 credit hours

111. *English Composition*

A review of grammar and punctuation and a study of the fundamentals of composition. 3 credit hours

112. *English Composition*

A continuation of 111, with special emphasis on original writing. 3 credit hours

200. *Journalism*

An introduction to mass communications with emphasis on newspapers. Practice in news gathering and writing; background study of the nature of news; procedure in reporting and communicating through newspapers. 2 credit hours

211. *The Literature of England*

A survey course from A.D. 449-1784. The course includes the historical background for English literature, the biographies and works of the leading authors of this period, and collateral research reports. Prerequisite: English 111-112. 3 credit hours

212. *The Literature of England*

A continuation of 211, for the period A.D. 1760-1832. A study of versification, including stanza forms, types of sonnets, and scansion. Collateral reports. Prerequisite: English 111-112. 3 credit hours

311. *Survey of American Literature*

A brief survey of American writers from the colonial period to the present day. A brief introduction is given to the work of Edwards, Franklin, Freneau, Irving, Bryant, Emerson, Thoreau,

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Hawthorne, Whittier, Lowell, Poe, Melville, Longfellow, Holmes, Whitman, Lanier, Dickinson, Twain, Riley, Markham, Robinson, and Frost. Some attention will be given to the literary contributions of political leaders and political thought of the various periods. Prerequisite: English 111, 112. 3 credit hours

312.—*Survey of American Literature*

A continuation of English 311.

3 credit hours

SPEECH

111. *Fundamentals of Speech*

A beginner's course in basic principles of speech directed toward the establishment of habits of good speech.

3 credit hours

112. *Public Speaking*

A course in platform theory and practice for those who wish to develop fundamental skill in direct public address.

3 credit hours

211. *Acting and Play Production*

This course is planned to meet the needs of the amateur producer in school and community. Fundamental principles of acting are included; such as training in voice, pantomime, and impersonations. Practical knowledge is given of stagecraft, scene-building, scene-painting, lighting, costuming, and make-up. Prerequisite: Speech 111-112, or consent of instructor.

3 credit hours

212. *Acting and Play Production*

A continuation of Speech 211.

3 credit hours

FOREIGN LANGUAGES

French

111. *Elementary French*

A course for beginners which includes a study of the essentials of French grammar, vocabulary building through readings from elementary texts, and class drill in pronunciation and conversation.

3 credit hours

112. *Elementary French*

A continuation of French 111 with added emphasis on

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reading and basic vocabulary building. Prerequisite: French 111 or one year of high school French. 3 credit hours

211. *Intermediate French*

A review of French grammar, graded readings from novels, dictation, and a study of French phonetics. Prerequisite: French 111 and 112 or two years of high school French. 3 credit hours

212. *Intermediate French*

A continuation of French 211 with emphasis on French culture and thought through selected readings from a number of the more prominent French authors. Prerequisite: French 111, 112, and 211 or three years of high school French. 3 credit hours

German

111. *Elementary German*

A course for beginners, with careful drill in pronunciation and sentence structure. Some easy reading, including selections from the Bible in German. 3 credit hours

112. *Elementary German*

A continuation of German 111. 3 credit hours

211. *Intermediate German*

Grammar review. The reading of German stories, plays, and the memorizing of some German poems. The use of longer selections from the Bible. Prerequisite: German 112 or two years of high school German. 3 credit hours

212. *Intermediate German*

A continuation of German 211, with more conversation. 3 credit hours

Spanish

111. *Elementary Spanish*

A course for beginners which includes a study of the essentials of Spanish grammar, vocabulary building through readings from elementary texts, and class drill in pronunciation and conversation. 3 credit hours

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112. *Elementary Spanish*

A continuation of Spanish 111 with added emphasis on reading and basic vocabulary building. Prerequisite: Spanish 111 or one year of high school Spanish. 3 credit hours

211. *Intermediate Spanish*

A review of Spanish grammar, graded readings, and word study. Prerequisite: Spanish 111 and 112 or two years of high school Spanish. 3 credit hours

212. *Intermediate Spanish*

A continuation of Spanish 211 with increased readings from Spanish and/or Spanish-American authors. Prerequisite: Spanish 111, 112 and 211 or three years of high school Spanish. 3 credit hours

Department V. NATURAL SCIENCES AND MATHEMATICS

BIOLOGY

111. *General Biology*

A study of plants and animals. Emphasis on morphology, physiology, and classification of plants and animals. Laboratory practice two hours a week, lecture three hours. 4 credit hours

112. *General Biology*

A continued study of plants, and animals. Special attention to organs, systems, and their functions. A study of biological principles and theories included. Laboratory practice two hours a week, lecture three hours. 4 credit hours

CHEMISTRY

111. *General Chemistry*

Fundamental principles of chemical reactions and their equations; chiefly the non-metals. Two lectures, one recitation and one laboratory period each week. 4 credit hours

112. *General Chemistry*

A continuation of chemistry 111. The last twelve weeks are devoted to qualitative analysis. 4 credit hours

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ENGINEERING

111. *Engineering Drawing*

Sketching, lettering, use of instruments. Projection drawing theory and practice; sections, conventions, auxiliary views. Elements of dimensioning. Required of all engineering students. 3 credit hours

112. *Graphical Analysis*

Analysis and solution of spatial problems; visualization. Characteristics of curved surfaces; surface intersections and developments. Prerequisite: Engineering 111. 3 credit hours

PHYSICS

111. *Introductory Physics*

A survey of the field of physics and its relation to other fields of knowledge, followed by a study of the natural laws involved in physical phenomena. Natural laws are fully demonstrated by experiments and numerous applications are taken from everyday experiences. 3 credit hours

112. *Introductory Physics*

A continuation of introductory physics with a further study of the natural laws of the physical universe. Special attention is given to fields of sound and light. 3 credit hours

PHYSICAL EDUCATION AND HEALTH

101. *Introduction to Physical Education*

It is the aim of this course to acquaint the student with the history, development, aims, objectives, and principles of physical education. 2 credit hours

102. *Personal and Community Hygiene*

This course is related to the health of the whole community, such as sanitation of the water supply, occupational health hazards, food control, health agencies and their work, and a study of most major communicable and infectious diseases.

Personal hygiene includes the general study of the body

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organs, systems and functions; however, it is primarily a study of those habits and practices which result in bouyant personal health. 2 credit hours

1-2. *Elementary Physical Education*

Instruction in the techniques of play in a large number of group and individual sports. 1 credit hour

MATHEMATICS

111. *Introduction to College Algebra*

Elementary topics, factoring, fractions, rectangular coordinates and graphs, exponents, radicals, linear equations, quadratics and functions. 3 credit hours

112. *College Algebra*

Ratio, proportion, progressions, binominal theorem, theory of equations, functions and variables, inequalities, partial fractions, and determinants. Prerequisites: Math III or two years of high school algebra. 3 credit hours

121. *Plane Trigonometry*

Functions of angles, formulas, identities, solution of right and oblique triangles. 3 credit hours

141. *Basic Mathematics*

This course consists of a review of addition, subtraction, multiplication, division, fractions, aliquot parts, and percentage. Other common business topics as payrolls, trade and cash discount, profit and loss, marked price and commission and brokerage are studied. 3 credit hours

211. *Fundamental Concepts of Mathematics*

A study of functional mathematics and the major concepts of number, measurement, function and proof. 3 credit hours

212. *Fundamental Concepts of Mathematics*

A continuation of Mathematics 211. 3 credit hours

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Department VI. RELIGION AND CHRISTIAN EDUCATION

RELIGION

101. Old Testament Survey

A study of the development of the Old Testament, its translations, and historical background. Particular emphasis will be given to the main themes of the various books and their spiritual and devotional value to our own day. 2 credit hours

102. Old Testament Survey

A continuation of Religion 101 with some attention to Jewish history in the period between the Testaments down to the birth of Christ. 2 credit hours

201. New Testament Survey

A study of the development of the Gospels, with attention given to the life and teachings of Jesus Christ. 2 credit hours

202. New Testament Survey

Begins with a study of the book of Acts and continues through Revelation. Special attention is given to the early developmental period of the Christian Church. 2 credit hours

Department VII. SOCIAL SCIENCES

ECONOMICS

211. Principles of Economics

A study of the principles and problems associated with the production, exchange, and use of wealth. 3 credit hours

212. Principles of Economics

A continuation of Economics 211. 3 credit hours

GEOGRAPHY

211. Introduction to Geography

The physical world, regional similarities and differences; and, the settlements of mankind. 3 credit hours

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212. *Economic Geography*

Economic geography deals with the occupations of hunting, fishing, grazing, forest industries, mining, agriculture, manufacturing, transportation, and trade. 3 credit hours

HISTORY

111. *Survey of Civilization*

(Preliminary time—A.D. 1500) A general survey course of the economic, religious, cultural, and political background of civilization. Emphasis is placed upon major movements and institutions in order to give the student a background for other studies and for the interpretation of the rapidly changing world conditions. 3 credit hours

112. *Survey of Civilization*

A.D. 1500—Present) A continuation of History 111. 3 credit hours

211. *American History*

A history of American people and their relationship to the world, with special emphasis upon the United States and its development to the Civil War. 3 credit hours

212. *American History*

A continuation of History 211, from the Civil War to the present time. 3 credit hours

POLITICAL SCIENCE

211. *American Government*

A consideration of government in the United States at all levels—national, state, and local. 3 credit hours

212. *American Government*

A continuation of Political Science 211. 3 credit hours

SOCIOLOGY

211. *General Sociology*

Introduces the student to the sociological concepts, in-

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cluding the history and development of culture and the organization of modern society. 3 credit hours

212. *Social Problems*

Deals with personality and social disorganization, relating to major social problems. 3 credit hours

220. *Marriage and the Family*

This course is primarily for single students. It discusses the functions of the family as an institution, the selection of marriage partners, the roles of members of the family, and studies the problems of marriage and family life. 3 credit hours

230. *Social Psychology*

A survey of factors which underlie the processes of socialization. Special emphasis is placed on personality development and adjustment. 3 credit hours

ACADEMY

Hubert Black, Principal

Academy

PURPOSE

The purpose of the Academy is twofold. First, it is to offer three years of high school training in a Christian environment. Boys and girls of this age need sympathetic teachers who understand them and who know how to guide them in making right decisions. Close association with students in the college and Division of Religious Education serves as an inspiring influence. Second, it is to give opportunity to mature students who have not had the advantage of a high school education. These students appreciate the opportunity of completing their high school education where there are others of their own age and teachers who understand their problems.

ACCREDITATION

The work done in the Academy is accredited by the Tennessee Department of Education, and by the Southern Association of Colleges and Secondary Schools. All credits are transferable.

ADMISSION

Students desiring admission should make application in advance. An official transcript from the last school attended, together with a certificate of honorable dismissal, must be filed in the office of the registrar before application for admission can be accepted. This transcript must be sent directly from the office of the last school attended.

Satisfactory completion of three units is required for admission to the lowest class of the Academy. For entrance to higher classes, classification is as follows:

1. A minimum of three units entitles a pupil to second-year classification.

LEE COLLEGE

2. A minimum of seven units entitles a pupil to third-year classification.
3. A minimum of eleven units entitles a pupil to fourth-year classification.

AMOUNT OF WORK

Not more than the highest ranking twenty-five percent of the student body shall carry for credit more than four units plus P.E. in any year. This privilege, when granted, shall be based on the record made by the pupil during his preceding year in the high school. No pupil shall carry for credit more than five units plus P.E. in any year. No resident student will be allowed to take less than four units and physical education, except with special permission from the administration. As a rule, sickness and work will be the only valid reasons.

DESCRIPTION AND DEFINITION OF UNITS

A unit is equivalent to not less than five fifty-five-minute recitations a week in each branch of study for a year of thirty-six weeks.

REQUIREMENTS FOR A DIPLOMA

The following pattern of courses shall be required for graduation:

English	4 units
Mathematics	1 unit
American History	1 unit
Health Education	1 unit
One Major	3 units
Two Minors	4 units
Bible	1 unit
Free Electives	1 unit
TOTAL	16 units

A major represents a minimum of three units in one particular subject matter field.

A minor represents a minimum of two units in one particular subject matter field.

The required unit in mathematics shall be the unit in arithmetic or in the first course in algebra.

One unit in algebra shall always be regarded as a prerequisite to plane geometry.

To graduate a pupil must show a clear record, not only in scholarship, but in attitude and conduct also.

Seniors who fail to have the necessary units for graduation may participate in the graduating exercises if requirements for graduation can be met in Summer School.

COURSES OF INSTRUCTION

Art

A one-unit course open to any year of high school.

Commercial

1. *Bookkeeping*

A one-unit course open to third-and fourth-year pupils.

2. *Typewriting I*

A one-unit course open to third- and fourth-year pupils.

3. *Typewriting II*

A one-unit course open to fourth-year pupils.

4. *Shorthand I*

A one-unit course open to third- and fourth-year pupils.

5. *General Business*

A one-unit course open to all pupils.

6. *Secretarial Practice*

A one-unit course open to fourth-year pupils.

English

Four units are required for graduation. Thorough training in grammar, composition, and literature, and shall be planned and organized by the teacher to meet the needs of his pupils.

LEE COLLEGE

Home Economics

A three-unit course for girls. The content of the courses shall consist of the following elements:

- a. Food and Nutrition
- b. Clothing Selection and Construction
- c. Home Management
- d. Child Care and Home Nursing
- e. Personal Development and Group Relationship
- f. Practical Art

The first unit should be taken in the first year, but is open to all years.

The second unit should be taken the second year, but is open to all who have completed the first year.

Mathematics

1. Arithmetic

A one-unit course open to all pupils. Students who have had one unit in algebra are ineligible to take arithmetic.

2. Algebra I

A one-unit course open to second-year students.

3. Algebra II

A one-unit course open to second- and third-year students.

4. Plane Geometry

A unit course open to third- and fourth-year pupils. One unit in algebra is a prerequisite to this course.

Music

Courses open to all pupils:

Glee Club	1 unit
Band	1 unit

Health and Physical Education

A one-unit course required for graduation. One-half unit a year may be earned. The time allotment for each year is five fifty-five-minute periods a week for thirty-six weeks.

Science

1. *Biology*

A unit course open to second-year pupils.

2. *Chemistry*

A unit course open to third- and fourth-year pupils.

3. *Physics*

A unit course open to third- and fourth-year students.

Social Studies

1. *Physical Geography*

A half-unit course open to second-year pupils.

2. *Problems of Democracy*

A half-unit course open to third- and fourth-year pupils.

3. *World History*

A unit course open to second- and third-year pupils.

4. *American History*

A unit course open to fourth-year pupils. Required for graduation.

5. *Economics*

A half-unit course open to third- and fourth-year pupils.

6. *Sociology*

A half-unit course open to fourth-year pupils.

7. *Bible*

A one-unit course open to any year of high school. First Semester: A comprehensive survey of the Old Testament. (The Bible is the textbook.) Second Semester: A study of the period between the Old and New Testaments, detailed study of the life of Christ, history of the early church, main themes of all the New Testament books.

LEE COLLEGE

Spanish I

A one-unit course open to second- and third-year pupils.

Spanish II

A one-unit course open to third- and fourth-year pupils.

French I

A one-unit course open to second- and third-year pupils.

French II

A one-unit course open to third- and fourth-year pupils.

Speech

A one-unit course in fundamentals of speech open to third- and fourth-year pupils.

**HOME STUDY
DEPARTMENT**

Home Study Department

HOME STUDY DEPARTMENT

Lee College is God's school for God's business and the Correspondence Department is a cog in that great wheel of progress. Many church people find themselves in situations that make it impossible for them to attend school for three full terms. Yet, they long to study and better prepare themselves for Sunday School teachers, youth leaders, etc. We have kept them continually in mind as we have planned this course of home study.

CHRISTIAN EDUCATION DIRECTOR'S CORRESPONDENCE COURSE

This course is offered to help meet the need of trained workers for this very important field of service. There is a growing demand for those who can direct the program of Christian education in the church.

We believe that the future of the Pentecostal movement is greatly dependent upon the educational program of the church. Youth must be trained to work more efficiently if they meet the challenge of these times.

Cost

Semester \$60.00; Summer session tuition \$30.00
By subject \$10.00 per semester hour.

Terms

Down payment \$20.00
Four monthly payments \$10.00
Summer tuition \$30.00. (four-week session)

LEE COLLEGE

The price of books will be extra and should be paid at the time of registration.

Required Hours for Diploma

16 hours a year for 3 years	48 hours
5 hours a summer for 3 summers	15 hours
Total	63 hours



CREDIT COURSES

In these courses the same textbooks are studied which are used in the classrooms, and the same credit will be given. The student will be guided closely in his study by chapter tests which will be graded and returned, along with suggestions and comments. A final examination on each book will be given in order to establish proper credit.

Terms

Semester—\$10.00 per hour

FIRST YEAR

First Semester

Introduction to Christian Education	2 hours
The Christian Education Director	3 hours
Bible Survey	3 hours

Second Semester

Life and Teachings of Christ	3 hours
Christian Education of Children	3 hours
Leadership Training	2 hours
Total	8 hours

HOME STUDY DEPARTMENT

Summer

Sunday School Administration 1	2 hours
Developing Youth Programs	2 hours
Bible Study (inspirational lectures by outstanding Bible teachers)	1 hour
Total	5 hours

SECOND YEAR

First Semester

History of the New Testament Church	3 hours
Christian Education of Youth	3 hours
The Laws of Teaching (Benson)	2 hours
Total	8 hours

Second Semester

Vacation Bible School	2 hours
History of the Church of God (Conn)	3 hours
Christian Education of Adults	3 hours
Total	8 hours

Summer

Sunday School Administration 11	2 hours
Audio Visual Education	2 hours
Bible Study (lectures)	1 hour
Total	5 hours

THIRD YEAR

First Semester

Church Polity (Gause)	2 hours
Child and Youth Evangelism	3 hours
Child Development	3 hours
Total	8 hours

Second Semester

Introduction to Counseling	3 hours
Philosophy of Christian Education	2 hours
Music in Christian Education	3 hours
Total	8 hours

LEE COLLEGE

Summer

Counseling	2 hours
Developing the Christian Education Program	2 hours
Audio Visual Education	1 hour
Total	5 hours

There will be graduation exercises at the close of the third summer.

The courses offered will give you basic knowledge of the Bible and related subjects, laying a foundation for successful church work. One full year's work in the Religious Education Department can be acquired by this easy "Home Study Method." The subjects offered include:

		College Credit
The Life of Christ	3 hours	2 hours
Old Testament Narrative	6 hours	
Life of Paul	2 hours	2 hours
Mission Methods	3 hours	2 hours
Personal Evangelism	3 hours	2 hours
Prophets	3 hours	2 hours

DESCRIPTION OF COURSES

Old Testament Narrative

(two three-hour courses)

Prerequisite to all other Old Testament studies. The historical narrative of the first seventeen books, Genesis through Esther. 6 credit hours

Mission Methods

Bible Basis of Missions is the text used for this three-hour course. Every Christian will find his place in God's plan for the Church through a prayerful study of this book. 3 credit hours

Life of Paul

A foundation for the study of the Pauline Epistles. Ten wonderful chapters on the man, Paul. 2 credit hours

HOME STUDY DEPARTMENT

Personal Evangelism

A systematic course in Scripture memorizing; and the personal approach in soul-winning. 3 credit hours

Prophets

A study of the Minor Prophets. 3 credit hours

The Life of Christ

The study of the Gospels with special emphasis on the life and teachings of Christ. It is prepared for church and youth leaders as well as for every Christian. 3 credit hours

Write for registration blanks and information to:

LEE COLLEGE CORRESPONDENCE DEPARTMENT
CLEVELAND, TENNESSEE

The Alumni Association

The Alumni Association is an institution that lives in the lives of its members: regular members and honorary members. Regular members consist of all students who have completed one full semester, one term of the summer session, or the equivalent of either. Honorary members are admitted to the association by a majority vote of the assembly after being recommended by the Alumni Board of Directors. All members are solicited annually to contribute to the association.

The annual homecoming is held each year during the Thanksgiving weekend. The Alumni Association holds business sessions in the morning. An entertaining program is presented in the afternoon, climaxed by an annual banquet in the evening.

Alumni news is published quarterly in the LEE ALUMNUS, the official organ of the association.

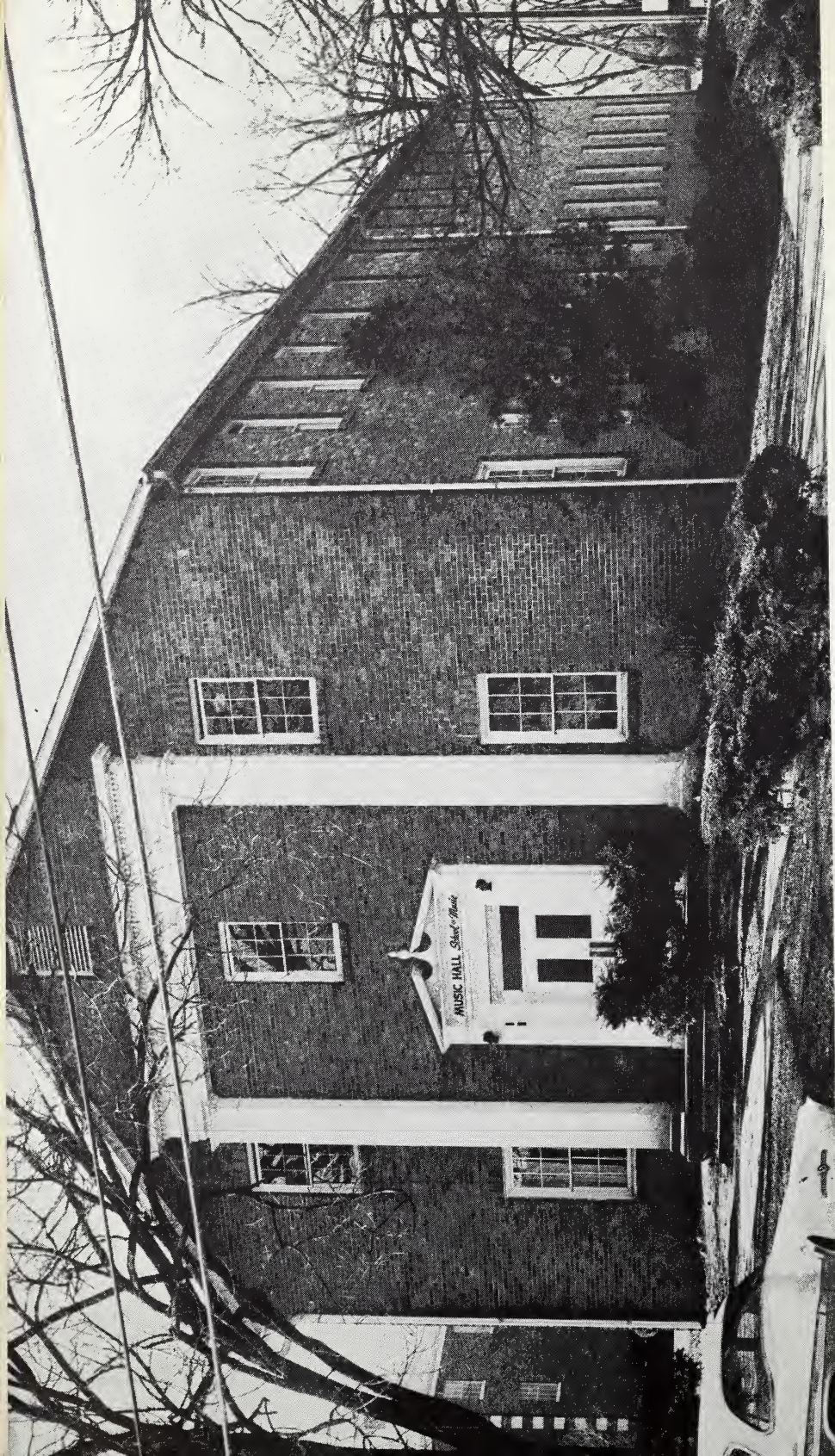
State Chapters have been organized in many of the states.

Alumni Officers for 1964

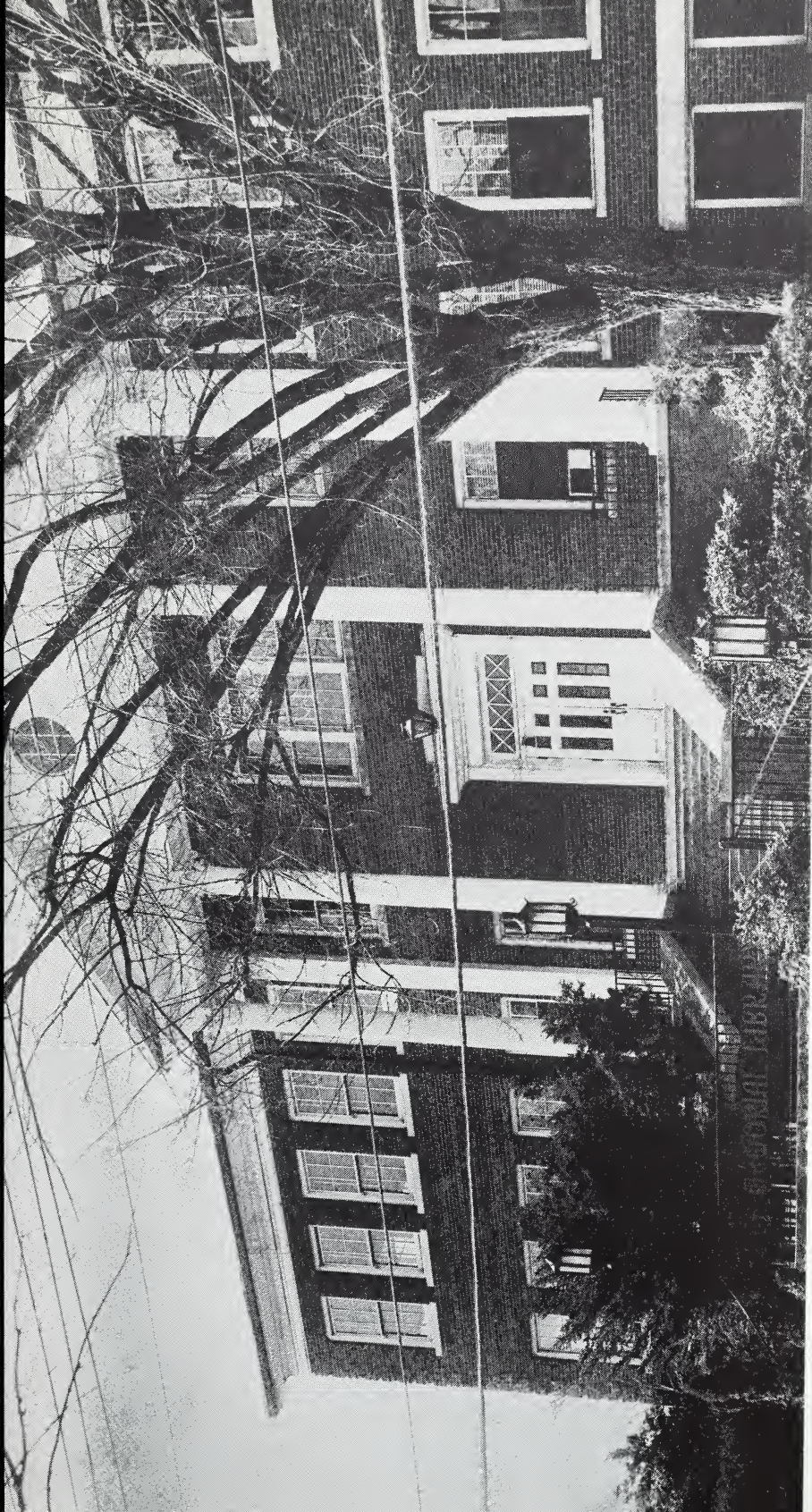
Paul LaVerne Walker, President
J. H. Walker, Jr., Vice President
Phillip C. Morris, Secretary
James A. Stephens, Board Member
Floyd D. Carey, Jr., Board Member

Names of Donors Contributing \$100.00 or More:

Donald S. Aultman	Illinois State Chapter
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Charles Beach	South Carolina State Chapter
R. L. Platt	James A. Stephens
C. R. Spain	Lee College Student Council
Florida State Chapter	(1957-58)
Georgia State Chapter	Tennessee State Chapter
Lee Academy Seniors, 1959	



Music Building



Lee Memorial Library



PENTECOSTAL RESOURCE CENTER



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